PROCEEDINGS

OF THE

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY

FROM

JULY 12, 1920, TO DECEMBER 26, 1921.

VOL. XXIII

LIBRARY
OF THE
UNIVERSITY
OF ILLINOIS

027
C532GR2
1920/21

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THE CHICAGO PUBLIC LIBRARY
1921

The following were members of the Board of Directors during some part of the period covered by this volume July 12, 1920, to December 26, 1921:

James J. Healy	1913–1922	term expires
Alfred E. Barr	1916–1921	term expired
R. G. Shutter	1917–1920	term expired
Charles E. Schick	1917–1923	term expires
Carl O. Beroth	1917–1922	term expires
Frank F. Tollkuehn	1917–1924	term expires
Lawrence Cuneo	1917–1924	term expires
*R. J. McLaughlin	1919–1920	term expired
E. W. Sproul	1919–1920	resigned

Secretary to the Board	Harry G. Wilson
Librarian	Carl B. Roden

*Deceased. May 2, 1921.

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F26 '47 M. Pearce

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COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JULY 12, 1920.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned to meet Wednesday, July 14, 1920, at five o'clock p. m.

A. H. Wilson
Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, WEDNESDAY, JULY 14, 1920.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Beroth and Toilkuehn.

Absent—Directors Cuneo, McLaughlin and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held June 28, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Charles E. Gilbert, Secretary of the Board of Education, enclosing a report of the Committee on School Administration in reference to branch libraries in high schools.

Referred to the Special Committee on Branch Libraries in School Buildings.

From Irose & Scherwat in reference to a claim of Oscar Carlson for salary.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following schedule of book lists, recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	388 vols., (90 pamphlets)	$ 741.00
Thomas Hughes Collection:	1 vol.,	.50
Deposit Collection:	62 vols.,	69.00
Branch Collection:	4233 vols.,	4803.00
High School Collection:	9 vols.,	10.00
Rental Fund:	9 vols.,	11.00
	4702 vols.,	$5634.50
Periodical Subscriptions (Branches):		503.00
Periodical Subscriptions (High Schools):		140.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $59.20, be paid from the incidental fund.

Respectfully submitted,

FRANK F. TOLLKUEHN,
CARL O. BEROTH,
Committee on Library.

CHICAGO, July 12, 1920.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Marshall Field & Co., books	$12,442.52
H. W. Wilson Co., books and subscriptions	757.15
G. E. Stechert & Co., books	119.74
A. L. A. Publishing Board, books	90.00
Callaghan & Co., books	32.00
A. W. Kimber & Co., books	15.00
A. Kroch & Co., books and subscriptions.	9.90
R. L. Polk & Co., books	8.00
James R. Gray & Co., books	6.75
Daily Oklahoman, subscription	6.30
Chicago Citizen Co., subscription	5.00
Geo. E. Koehler & Son, binding	1,205.36
Brabandt & Valters Book Binding Co., binding	1,149.25
Simpson Book Bindery, binding	962.97
Burgmeier Book Bindery, binding	889.29
Northwestern Bindery, binding	519.75
Lawrence Laub, binding	315.94
S. Gulbrandsen, binding	246.85
John Seybold, marking on backs of books	243.80
Book Recasing Co., binding	97.06
Slade, Hipp & Meloy, gummed muslin	25.00
Tucker-Kenworthy Co., printing	79.50
Max Stern's Sons, printing	51.00
James Watson & Co., printing	45.50
Cameron, Amberg & Co., ruling and cutting paper	18.75
Rogers & Hall Co., printing	6.50
Pilcher-Hamilton Co., paper	92.00
Bradner Smith & Co., paper, etc	53.83
Swigart Paper Co., paper	21.20
J. W. Butler Paper Co., paper	17.50
Dwight Bros. Paper Co., paper	12.95
American Type Founders Co., type	56.50
Mead & Wheeler Co., cards, etc	375.10
Dennison Mfg. Co, glue, etc	13.36
Tablet & Ticket Co., gummed letters	9.25
Ioas Bros. Co., stationery	119.50
Crown Ribbon & Carbon Mfg. Co., coupon books, carbon paper	38.00
Albert Hancock & Co., paper	30.00
Rockwell-Barnes Co., paper	28.00
Geo. E. Cole & Co., stationery	15.05
Old Jumbo Glue Co., glue	14.00
Newton-Rotherick Mfg. Co., carbon paper	12.48
A. B. Dick Co., paper	6.50
P. A. Salisbury Schulz Co., rubber stamps, etc	5.12
H. G. Wilson, Sec'y, cash expenditures June, 1920	556.21
	$20,825.43

He, also, presented the following bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Rental Collection:
Marshall Field & Co., books.....$281.57.
Jackson Fund Income:
American Printing House for the Blind, books.....$34.10

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Senior Assistant: Jennie Clifton, June 25.

Junior Assistants: Elsie M. Jones, May 25; Flaurance Rumry, July 10.

Pages: Aaron Levitas, July 5; Louis J. Simon, July 5; Walter Szyperski, June 25.

It is further recommended that leaves of absence be granted as follows:

Julius Eliscu, page, for three months from July 12.

Thomas Kaplan, page, from July 24 to to September 6, inclusive.

Myles Standish, page, for two months.

Florence F. Beggs for three months from June 30.

Lizzie Grison, book repairer, from June 11 to July 15.

Josephine V. Sowers, senior assistant, from July 27 to August 31, inclusive.

Eliza R. Pendry, principal assistant, for one year from September 20.

Olive E. Pillsbury, head assistant, extension of leave for two months from July 11.

George E. Luthringer, oiler, for three months.

Respectfully submitted,
R. G. SHUTTER,
JAMES J. HEALY,
C. E. SCHICK,
Committee on Administration.

CHICAGO, July 12, 1920.

He, also, presented the list of vacancies and appointments for June, 1920, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Felix Anderson, June 28; Robert Carmody, June 26; Jack Collins, June 14; Charles Dodge, June 7; Edwin Duzan, June 11; Francis Foster, June 28; Keene Hall, June 28; David Harbison, June 28; Donald Hawkins, June 30; Harry Hoffman, June 11; Daniel Kaufman, June 7; Walter R. Keith, June 29; Earle Klow, June 21; Roland McCabe, June 26; Michael McDermott, June 8; Edward Mackowiak, June 17; Thomas O'Brien, June 28; Frank R. Prochazka, June 28; Walter Regensburger, June 18; Henry Sabel, June 28; William H. Short, June 28; Richard Sonne, June 28; Roy Soravia, June 29; Harold Treichel, June 11; Manuel H. Turek, June 21; Raymond Ulveling, June 25; Samuel Werch, June 18; James Wetzel, June 29; Peter Wysocki, June 1.

Junior Assistants (Temp.): Dorothy Archibald, June 28; Elizabeth Bowen, June 1; Hilda Bryant, June 28; Bonnie Child, June 28; Lucille Copeland, June 2; Mary Courtney, June 29; Carlos Davidson, June 26; Josephine Gnatz, June 1; Mary Goldman, June 28; Stella Johnson, June 28; Blanche C. Jorgensen, June 28; Ruth Kenefick, June 22; Katherine Kent, June 7; Antoinette Klang, June 11; Rose Kobler, June 11; John Kreiling, June 26; Helen Krieger, June 28; Margaret Landers, June 18; Inez Larson, June 28; Valentine Morean, June 3; Marie Murray, June 17; Harry Olszak, June 26; Kathryn Patterson, June 28; Rebecca Peck, June 28; Frances Pine, June 28; Ruth Puffer, June 28; Nellie Purcell, June 2; Helen Reeves, June 28; Delain Rigbry, June 26; Mary Riley, June 28; Elsa Ringletaub, June 11; Mildred Rohrer, June 28; Mildred Rosendahl, June 28; Myrtle Ryan, June 28; Gretchen Stratton, June 28; Florence Stulper, June 28; Julia Sullivan, June 28; Walter Szyperski, June 26; Mildred Towers, June 28; Katherine Wetzel, June 14; Martha Wilcox, June 28.

Senior Assistants (On probation): Clara S. Bawer, June 3; Helen M. Behm, June 3;

Mary U. Courtney, June 3; Marie A. De Roulet, June 3; Mary C. Duncan, June 3; Sylvia Friedberg, June 3; Herbert H. Hewitt, June 3; Jessie M. Howes, June 3; Bernice M. LaBarge, June 3; Cornelia F. Morden, June 3; Celia D. Nierenberg, June 3; Margaret R. Reilly, June 3; Margaret V. Saunders, June 3; Alfred H. P. Sayers, June 3; Margaret E. Schneider, June 3; Dorothy Schumacher, June 3; Martha Seewer, June 3; Rebecca S. Simon, June 3; Mary A. Smelter, June 3; Dorothy J. Turgeon, June 3,

Division Chief (On probation): Nathan R. Levin, June 3.

Janitresses (Temp.): Julia B. Douglas, June 11; Agnes Hanley, June 22.

Janitress (On probation): Margaret E. Murray, June 21.

Janitors (Temp.) Richard Hill, June 22; Roy Williams, June 29.

Elevator Operators (Temp.) David De Roches, June 14; Henry Munz, June 21.

Separations and Resignations.

Pages (Temp.): Bernard Allen, June 15; Stanley Augustyniewicz, June 6; Reuben Bregman, June 10; Paul Bruneau, June 26; Frank R. Campbell, May 28; Carlos Davidson, June 25; Jerry C. Dobias, June 16; Charles Dodge, June 13; Edwin Duzan, June 11; John Gabel, June 25; Angelo Geraci, June 10; Harry Hoffman, June 25; Harry Kann, June 5; Daniel Kaufman, June 24; Walter R Keith, June 30; John Kreiling, June 25; William Kuss, June 19; Michael McDermott, June 25; Harold Noel, June 13; Harry Olszak, June 25; Joe Panek, June 27; Delain Rigbry, June 25; Israel Schwartz, June 10; Howard Thompson, June 27; Manuel Turek, June 30.

Pages (Civil Service): Julian Ebert, June 21; Walter Szyperski, June 25.

Junior Assistants (Temp.): Louise Clark, June 16; Margaret Cooper, June 25; Loretta Downey, June 18; Emily Gross, June 16; Emma M. Hamilton, June 1; Florence Johnson, June 25; Antoinette Klang, June 17; Rose Kobler, June 17; Marie Murray, June 20; Austra Sungail, June 25; Helene Wall, June 25; Lee Zien, June 10.

Junior Assistants (Civil Service): Clara S. Bawer, June 2; Helen M. Behm, June 2; Esther Cleary, June 13; Mary U. Courtney, June 2; Mary Antoinette DeRoulet, June 2; Sylvia Friedberg, June 2; Phillipine Gosswiller, June 25; Herbert H. Hewitt, June 2; Jessie M. Howes, June 2; Elsie Jones, May 25; Bernice M. LaBarge; June 2; Cornelia F. Morden, June 2; Celia Nierenberg, June 2; Margaret R. Reilly, June 2; Margaret V. Saunders, June 2; Margaret E. Schneider, June 2; Dorothy Schumacher, June 2; Martha Seewer, June 2; Rebecca S. Simon, June 2; Anita Sloan, May 25; Mary A. Smelter, June 2; Jean Turgeon, June 2.

Senior Assistants (Temp.): Ethel Cromer, June 15; Mary Duncan, June 2; Alfred H. P. Sayers, June 2.

Senior Assistants (Civil Service): Frances Cowan, June 14; Marguerite McQuillen, June 21; Jennie Clifton, June 25.

Principal Assistant (Civil Service): Louise Ayers, June 21.

Division Chief (Temp.): June 2.

Janitresses (Civil Service): Mary George, June 7; Florence Voight, June 7.

Elevator Operator (Temp.): David De Roches, June 19.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$300.00
Louis Solomon, rent, Humboldt Branch	185.00
John Makovsky, rent, West North Avenue Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek, rent, W. 26th St. Branch	75.00

S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current	188.87
Peoples Gas Light & Coke Co., gas	6.76
Chicago Telephone Co., service	175.67
H. J. Troch, street sprinkling, branches	6.50
Chicago Linen Supply Co., towel supply	117.34
Individual Towel & Cabinet Service Co., towel supply	49.08
Toll Bros., laundering towels	18.77
James S. Kirk & Co., soap	6.08
Citizens Service Bureau, removing cinders, etc	82.32
Haegle Ice Co., ice	40.20
Pottinger-Flynn Coal Co., coal	1,352.08
Hollow Center Packing Sales Co., gaskets	16.41
Cudahy Packing Co., soap	16.00
Lunkenheimer Co., valves, etc	11.65
United States Rubber Co., engineering supplies	10.20
Safety Electric Co., lamps	35.75
Electric Lamp and Products Co., lamps	30.24
Inland Electric Co., electrical supplies	21.58
Manhattan Electrical Supply Co., electrical supplies	4.68
Crane Co., engineering supplies	4.29
James H. Rhodes & Co., sponges	144.29
L. Gould & Co., mops, etc	94.95
Armour Soap Works, soap	60.54
Remien & Kuhnert Co., benzine, oil, etc	29.75
The Crescent Brush Works, brushes	22.50
Bullard & Gormley Co., hardware	6.55
G. B. Davidson, insurance on Ford roadster	18.75
J. E. Crook, bookcases	70.00
Young Typewriter Co., typewriting machine	50.00
Library Bureau, book supports, etc	34.65
Norris-Allister-Ball Co., clocks	21.50
Newton & Hoit Co., stand	9.75
E. Baggot Co., plumbing	70.03
Standard Oil Co., gasoline	287.30
Republic Truck Co., auto parts	144.40
Gallaher & Speck, machinists' supplies	72.25
Chicago Auto Equipment Co., casing	27.25
Chicago Engineer Supply Co., oil cups	18.00
Triple Action Spring Co., springs	11.28
Wright Cooler & Hood Mfg. Co., repairing radiator	9.00
Joseph Halsted Co., iron	9.20
Samuel Harris & Co., machinists' supplies	6.80
W. H. Salisbury & Co., belting	6.75
Maypole Garage, auto storage	7.50
Henry Landgraf, hanging station signs	55.00
H. G. Wilson, Sec'y, cash expenditures, June, 1920,	33.20
	$4,925 66

He, also, presented the following bills in connection with the Legler Regional Branch Library Building:

Dahl-Stedman Co. payment on general contract	$2,500.00
Alfred S. Alschuler, professional services	1,000.00

and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Director Schick, Chairman, recommended, on behalf of the Committee, that the request of the Commissioner of Public Works for permission to install a recording pressure gauge in the George C. Walker Branch Library Building, located at No. 11071 S. Hoyne avenue, Morgan Park, be granted with the understanding that all expense for the work will be borne by the Department of Public Works and that the stationery and postage for mailing the daily records will be provided by the Department of Public Works.

The recommendation was concurred in.

REPORTS.

The Librarian presented his statistical report for the month of June, 1920, which was received and ordered published.

NEW BUSINESS.

The Librarian stated that he had prepared recommendations on the matter of reference and periodical binding, in accordance with instructions included in the report of the Committee on Library of June 28th, but had had no opportunity to submit them to the Committee. He, therefore, offered them to the Board in the form of the following memorandum:

When the bids for the annual binding contracts were opened, two weeks ago, only one bid for the grade of reference and periodical binding was found, namely, from the Burgmeier Bindery. This bid submitted prices for all sizes of books as follows:

Size Number	Size in Inches	Half Morocco	Half Roan	Half Calf	Half Pigskin	Full Buckram and Canvas
1	8	$1.90	$1.50	$2.40	$2.40	$1.20
2	9	2.20	1.70	2.65	2.65	1.40
3	10	2.60	2.00	2.90	2.90	1.60
4	11	2.80	2.30	3.20	3.20	1.75
5	12	2.95	2.60	3.40	3.40	2.00
6	13	3.40	2.80	3.65	3.65	2.35
7	14	3.60	3.20	3.85	3.85	2.60
8	16	4.15	3.60	4.40	4.40	3.00
9	18	4.60	3.85	5.00	5.00	3.50
10	20	5.60	4.20	6.20	6.20	4.00
11	25	7.30	4.75	7.50	7.50	5.00

U. S. Patent Specifications and Official Gazette, full duck, $2.50

Newspapers, half buckram, $4.50

Extra charges were added for gilt tops and various other additional processes, for gold lettering over six lines, for volumes over 2¼ inches in thickness and for leather labels, and it was stated that the entire quotation was made on the basis of present working hours, wages and cost of materials, and was subject to change as these conditions changed.

The prices here submitted for leather binding are so high that it will be necessary for us to discontinue the use of leather and to substitute buckram wherever possible. This will cause a difference in the appearance of sets of magazines and similar valuable collections, but will not be serious, as most of these sets are not kept in public view. For those that are kept in places where their appearance is important it will be necessary to continue the uniform leather bindings.

For all other reference and periodical bindings I recommend that buckram be substituted for leather as soon and as often as is deemed practical.

Inasmuch as the only bid received for this grade of work was that of the Burgmeier Bindery, I therefore recommend that a contract be entered into with that concern on the basis of the figures in the schedule given above, but with the understanding that the largest part of the work will be done in buckram.

Director Tollkuehn moved that a contract be entered into with the Burgmeier Bindery in accordance with the above recommendation.

Carried.

Yeas—Directors Healy, Shutter, Schick. Beroth, Tollkuehn and the President—6.

Nays—None.

The Librarian also brought up the matter of the fee paid to keepers of delivery stations and traveling libraries, recommending that the same be increased from one cent to two cents per volume of monthly circulation.

Director Healy moved that the recommendation be referred to the Committee on Library with power to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

The Librarian further stated that bids had been received from two concerns for supplying binders for current periodicals in lots of one thousand in three sizes.

Director Healy moved that the bids be

referred to the Committee on Library with power to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

On motion of Director Shutter, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR JUNE, 1920

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of June was 516,260; for the corresponding month of the previous year, 500,517. The circulation was from the following sources:

Central Library	60,407
Branches	321,198
Stations	31,019
Traveling Libraries	73,939
Deposits	26,649
Branch Reference	3,048
	516,260

The following is a summary of the books obtained at the Central Library:

Main Collection	21,070
Open Shelf	28,030
Hughes Room	4,001
Music Room	2,585
Information Desk	2,858
Books for the Blind	1,162
Documents	231
Miscellaneous	470
	60,407

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2 549	97	2,646
Austin	11,495	280	11,775
Austin High	5,583	....	5,583
Bessemer Park	8,052	280	8,332
Blackstone	10,877	349	11,226

Burr School	4,415	426	4,841
Butler House	7,778	117	7,895
Cornell Square	4,033	351	4,384
Davis Square	2,272	67	2 339
Douglas Park	13,572	2,161	15,733
Dvorak Park	3 935	113	4,048
Eckhart Park	3,784	573	4,357
Englewood High	2,749	. .	2,749
Forestville School	2,598	64	2,662
Fuller Park	3,255	181	3,436
Hamilton Park	6,849	232	7,081
Hamlin Park	4,936	114	5,050
Hardin Square	3,050	184	3,234
Harrison High	3,869	....	3,869
Hebrew Institute	5,163	547	5 710
Holstein Park	5,104	110	5,214
Humboldt	12,389	1,890	14,279
Independence Park	5,540	138	5,678
Kelly	14,071	264	14,335
Kosciuszko	4,499	32	4,531
Lake View High	3,335	....	3,335
Lewis Institute	13,303	579	13,882
Lincoln Center	7,863	240	8,103
Lindblom High	2,255	....	2,255
Logan Square	10,076	299	10,375
McKinley Park	4,052	56	4,108
Mark White Square	5,597	114	5 711
Marshall High	3,615	454	4,069
Morse School	4,745	239	4,984
Ogden Park	8 346	97	8,443
Palmer Park	3,488	81	3,569
Pulaski Park	3,674	64	3,738
Rogers Park	9,101	163	9,264
Scanlan School	3,237	55	3,292
Senn High	4,095	....	4,095
Seward Park	4,741	421	5,162
Shedd Park	6,390	222	6,612
Sheridan Park	15,663	363	16,026
Sherman Park	6,074	152	6,226
Stanford Park	2,437	135	2,572
Stanton Park	3,503	241	3,744

Sumner School	4,559	205	4,764
Walker	3,137	49	3,186
West North Ave	9,713	261	9,974
West 26th Street	7,610	73	7,683
Woodlawn	18,172	709	18,881
Total	321,198	13,842	335,040

TRAVELING LIBRARIES.

	Direct	Stations	Total
Argyle	1,329	..	1,329
Armitage	576	32	608
Assoc. House	3,183	824	4,007
Avondale	1,645	41	1,686
Birchwood	4,145	..	4,145
Campbell Park	341	..	341
Cheltenham	1,651	25	1,676
Chicago Ave	435	66	501
Chicago Lawn	2,602	..	2,602
Cicero Ave	969	64	1,033
Cleveland	1,264	158	1,422
Colorado. (May)	668	61	729
(June)	612	55	667
Dauphin Park	1,362	44	1,406
Drexel	107	55	162
Dunning	1,481	..	1,481
East Fifty-eighth	551	69	620
East Rogers Park	1,257	65	1,322
East Sixty-first St.	588	116	704
Edison Park	845	..	845
Eleanor Soc. Center	500	..	500
Fernwood	809	..	809
Gads Hill Center	644	..	644
Gage Park	873	..	873
Grand Ave	862	641	1,503
Grand Crossing	955	22	977
Gresham	1,509	36	1,545
Grove	714	346	1,060
Hegewisch	1,620	..	1,620
Hermosa	838	745	1,583
Irving Park	680	21	701
Jefferson Park	2,157	..	2,157
Kelvin Grove	371	1	372
Lake View	395	..	395
Lamon Ave	507	..	507
Larrabee St	1,336	726	2,062
Lawndale	2,417	..	2,417
LeMoyne	2,021	133	2,154
Longwood	675	..	675
Madison Street	839	502	1,341
Mayfair	952	..	952
Montrose	1,397	..	1,397
North Clark St	462	199	661
Norwood Park	644	..	644
Park Manor	3,882	445	4,327
Ravenswood	2,018	154	2,172
St. Louis	719	40	759
Samaritan	1,344	..	1,344
S. Ashland Ave	1,187	489	1,676
Southport Avenue	788	91	879
S. Western Ave	638	309	947
Trumbull Park	1,133	..	1,133
Washing'n Heights	652	..	652
West Division St.	1,217	..	1,217
West Harrison St.	709	701	1,410
West Pullman	2,382	..	2,382
West Ravenswood	1,846	116	1,962
West Twelfth St.	2,599	1,755	4,354
Wieboldt	2,203	248	2,451
Windsor Park	834	..	834
Total	73,939	9,395	83,334

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	321,198	13,842	335,040
Traveling Libraries	73,939	9,395	83,334
Business House Libraries	21,414	828	22,242
Special Deposits	5,235	.....	5,235
Branch Reference	3,048	.....	3,048
Total	424,834	24,065	448,899

Of the 31,019 books supplied through the Stations Department, 13,842 were sent to 45 branches and 17,177 to 59 stations. The books supplied for the same month of the preceding year numbered 31,923 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 19,856.

REFERENCE ROOM.

Number of books issued from stacks 24,583
Number of recorded visitors 10,195

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,048; reference questions, 836.

ARTS AND CRAFTS ROOM.

Books consulted, 3,372. Visitors, 814.

HUGHES ROOM.

Volumes circulated, 4,001; pictures circulated, 994; recorded visitors, 2,414. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 4,375; bound newspapers, 465. Visitors, 1,425.

CIVICS ROOM.

Magazines issued, 2,358; directories consulted, 2,968; bound documents used, 1,609; books, 974; pamphlets, 18,270; visitors, 6,262.

STUDY ROOM.

Volumes consulted, 1,223. Visitors, 3,805.

READING ROOM.

Periodicals issued at the counter at Central Library, 8,321. No record was

kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 51,467.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,173; issued in June of the previous year, 4,861.

Number of juvenile cards issued, 2,143; research cards, 3; teachers' cards, 88. The number of three-year cards outstanding is 218,723.

BINDERY DEPARTMENT.

Number of books at binderies June 1, 1920	8,176
Number of books sent to binderies in June, 1920	7,637
Total number of books at binderies in June, 1920	15,813
Number of books received from binderies in June, 1920	7,947
Number of books at binderies July 1, 1920	7,866
Number of books repaired in Library in June, 1920	1,917

GROWTH OF THE LIBRARY.

The total number of volumes in the Library June 30, 1920, was 1,054,529. Received since January 1, 1920, 69,459; since June 1, 1920, 13,237. Books worn out and discarded since January 1, 1920, 23,633: since June 1, 1920, 3,561. Books lost and paid for since January 1, 1920, 3,445; since June 1, 1920, 819. Books found and money refunded since January 1, 1920, 306; since June 1, 1920, 35.

CARL B. RODEN,
Librarian.

CHICAGO, July 12, 1920.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 9, 1920.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned to meet Monday, August 16, 1920, at five o'clock P. M.

H. L. Wilson

Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 16, 1920.

OFFICIAL RECORD.

There were present, the Vice-President, Director Healy, in the chair, and Directors Shutter, Schick, Tollkuehn, McLaughlin and Sproul.

Absent—Directors Barr, Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Tollkuehn, the reading of the minutes of the regular meeting of July 12, 1920, was dispensed with and the records thereof as presented were approved.

COMMUNICATIONS.

Communications were received as follows:

From sundry employés of the Board in reference to their salaries.

Referred to the Committee on Administration.

From Henry A. Dubay, Secretary of the International Union of Steam and Operating Engineers, in reference to the salaries of the engineers employed by the Board.

Referred to the Committee on Administration.

The following communication from Gen. Walter R. Robbins:

CHICAGO, July 23, 1920.

Mr. Harry G. Wilson, Secretary
Chicago Public Library Board,
Chicago, Illinois.

My dear Mr. Wilson:—Commencing with the fall term of the public schools, it is the purpose of the Grand Army Hall and Memorial Association to invite the school children to visit Memorial Hall for the purpose of instructing them in the real meaning of the Civil War and in true Americanism.

When we did this last year, you graciously permitted the Association to have the services of your Mr. J. R. Patterson, who did splendid patriotic work, both in his wholesome talks and in his lantern slides of incidents in American history.

We again ask you to permit our Association the use of his valuable services. These meetings will be held on Saturday mornings.

Very truly,
WALTER R. ROBBINS.

Director Sproul moved that the request for Mr. Patterson's services be granted.

Carried.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

Otto Harrassowitz, books, Marks 7626.25 (est.)	$ 168.00
Marshall Field & Co., books	10,387.65
F. Pancner. books	123.19
A. Kroch & Co., books, etc	121.64
H. R. Huntting Co., books	105.80
P. F. Volland Co., books	90.60
A. L. A. Publishing Board, books	90.00
H. L. Hayward, books	84.00
Keystone View Co., books	82.35
A. C. McClurg & Co., books	53.41
C. V. Ritter, books	48.60
Poor's Publishing Co., books	45.00
C. S. Hammond & Co., book	25.00
Kelly Publishing Co., books	20.00
McKae's Blue Book Co., book	10.00
Lawyers Co-operative Publishing Co., books	7.50
Constructive Anatomy, book	6.00
Standard Statistics Co., subscription	30.00
Geo. E. Koehler & Son, binding	1,471.40
Brabandt & Valters Book Binding Co., binding	908.62
Northwestern Bindery, binding	867.50
Gulbrandsen & Petersen, binding	606.74
Simpson Book Bindery, binding	575.73
John Seybold, marking on backs of books	191.38
Book Recasing Co., binding	130.40
Burgmeier Book Bindery, binding	17.50
Gaylord Bros., posters	14.50
Messinger Paper Co., paper	177.79
Max Stern's Sons Co., printing, etc	223.25
Mid City Printing Co., printing, etc	112.50
James Watson & Co., printing	64.75
Cameron, Amberg & Co., printing	16.25
Swigart Paper Co., paper	119.25
Chicago Paper Co., paper	40.50
Parker, Thomas & Tucker Paper Co., paper	21.51
Bradner Smith & Co., paper and envelopes	11.09
J. W. Butler Paper Co., paper	5.42
Geo. E. Cole & Co., stationery	67.85
P. A. Salisbury-Schulz, ink pads, rubber stamps, etc	45.31
Albert Hancock & Co., paper	17.50
Rolle Rubber Co., rubber bands	15.00
Dennison Mfg. Co, labels	6.60
A. B. Dick Co., mimeograph supplies	6.50
Gerts, Lumbard & Co., brushes	4.86
Shea, Smith & Co., sponges	3.60
H. G. Wilson, Sec'y, cash expenditures July, 1920	407.76
	$17,649.80

He, also, presented the following list of bills, to be paid from special funds, and moved that the bills be paid from the funds, as indicated.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

Rental Collection:
Marshall Field & Co., books.....$80.01

Ryder Fund Income Account:
William Rinehart, books..... .....$10.00
United Arts & Crafts, books 16.00
$26.00

Jackson Fund Income Account:
American Printing House for the Blind, books.....$16.19

Director Tollkuehn, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following schedule of book lists, recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	1,394 vols., (340 pamphlets)	$1,752.00
Thomas Hughes Collection:	100 vols.,	92.00
Branch Collection:	118 vols.,	278.00
L. Regional Collection:	2,808 vols.,	4,784.00
Deposit Collection:	510 vols.,	481.00
School Collection:	2,780 vols.,	3,000.00
Reserve Collection:	204 vols.,	112.00
Picture Collection:	(1,134 pictures)	179.00
Rental Collection:	41 vols.,	52.00
Ryder Fund:	2 vols.,	26.00
Jackson Fund:	420 vols., (25 pamphlets)	558.00
	8,377 vols., (365 pamphlets) (1,134 pictures)	$11,314.00

Your Committee also recommends that a list of miscellanous bills herewith submitted, amounting to $46.94, be paid from the incidental fund.

Respectfully submitted,

FRANK T. TOLLKUEHN,
R. J. MCLAUGHLIN,
E. W. SPROUL,
Committee on Library.

CHICAGO, August 16, 1920,

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library presents the following report:

A communication has been received from William H. Simpson, a book binder with whom the Library has had business relations, stating that he has retired and sold his business to Hehn and Hoth and recommending that the Library enter into similar relations with the new firm.

Your Committee recommends that a contract be entered into with Hehn and Hoth on the same terms as in force with the old firm.

Your Committee recommends that deposits be installed as follows, subject to the usual conditions:

Clarke School, 1310 South Ashland Ave., for a period of five weeks.

Y. W. C. A. Industrial Service Center, 432 South Peoria St.

American Association of Engineers, Chicago Chapter, 648, 29 South LaSalle St. (Special Deposit).

A. W. Shaw Co., Cass, Huron and Erie Streets (Business House Library)

Lincoln Memorial Church, 65th and Champlain Ave. (Special Deposit).

Assyrian Community Center, 58 West Huron St. (Special Deposit).

Edison Electrical Appliance Co., 5660 West Taylor St. (Business House Library).

Respectfully submitted,

FRANK T. TOLLKUEHN,
R. J. MCLAUGHLIN,
E. W. SPROUL,
Committee on Library.

CHICAGO, August 16, 1920.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee signed by a majority of the Committee, Director Healy dissenting to the recommendation granting leaves of absence to Miss Mary Moser and Miss Louise Hannagan for one year each.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill vacancies by requisition upon the Civil Service Commission:

Head Assistant: Myrtle Sette, August 8.

Principal Assistant: Jessie Melsheimer, August 10.

Senior Assistants: Virginia Post, July 1; Alfred Sayers, August 1; Edith Greengard, August 7.

Junior Assistants: Alberta Davies, July 25; Blanche Skirven, July 18.

Janitress: Catherine Murray, July 30.

Janitor: Albert E. Jackson, July 19.

It is further recommended that leaves of absence be granted as follows:

Mary Moser, one year from Oct. 11.

Louise Hannagan, one year from Oct. 11.

Bessie MacGill, one year from Sept. 10.

Dena Lew, two months.

Florence Sweet (extension of leave), one month from Sept. 22.

Respectfully submitted,

R. G. SHUTTER,
CHARLES E. SCHICK,
Committee on Administration.

CHICAGO, August 16, 1920.

Director Shutter moved the adoption of the report with the exception of the recommendation granting leaves of absence objected to by Director Healy.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

Director Shutter moved that the Board concur in the recommendation of the majority of the Committee granting leaves of absence of one year each to Miss Moser and Miss Hannagan.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin and Sproul—5.

Nays—The Chair—1.

Director Shutter, also, presented the following report of the Committee signed by a majority of the Committee, Director Healy dissenting to the paragraphs numbered II, III, IV.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration desires to make the following recommendations upon several matters that have been brought to its attention:

We recommend the following amendment to the schedule of salaries for Pages employed for evening or other part time service:

I. That Pages so employed shall begin at a salary of $40 per month or four-fifths of the rate for a full day; automatic increases to take effect as heretofore provided in the salary schedule adopted January 26, 1920.

II. On August 5 a conference was held in the Mayor's office between representatives of the Elevator Operators' Union and of the City, at which the Chairman of this Committee represented the Public Library. After considerable discussion it was agreed to recommend that an annual vacation of two weeks be allowed to elevator operators in the Public Library.

III. Your Committee therefore submits this recommendation as an amendment of its recommendations adopted April 12, 1920 and asks your approval thereof, with the provision that it shall apply only to such elevator operators as have been in the employ of the Library for a full calendar year prior to May 1, 1920, and are still so employed on the date of this action, namely, August 16, 1920.

IV. In the matter of the Window Washers we recommend that the salary for this branch of service be fixed at $130 per month and that back salary be allowed from January 1, 1920, to cover the difference between the existing scale and the scale hereby granted.

Respectfully submitted,

R. G. SHUTTER,
CHARLES E. SCHICK,
Committee on Administration.

CHICAGO, August 16, 1920.

Director Shutter moved the adoption of the paragraph numbered I.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

Director Shutter moved the adoption of the paragraphs numbered II, III and IV.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin and Sproul—5.

Nays—The Chair—1.

Director Shutter presented the list of vacancies and appointments for July, 1920, which was received and ordered printed.

The following is the list:

Appointments.

Pages (Temp.): Herman Andersen, July 17; Borris Brail, July 8; John Brejcha, July 3; Mitchell Chmielewski, July 2; James Craney, July 28; Robert Dartsch, July 7; Albert Daugherty, July 12; Joseph A. Dier, July 6; William Dreyer, July 12; Henry Dusek, July 16; Albert Fuchs, July 1; Kenneth Furlong, July 8; Jack Gerchgall, July 16; Bernard Golata, July 6; Lewis Hale, July 27; George Healy, July 29; Sylvester Ignowski, July 1; Meyer Keren, July 9; Sylvester Kessie, July 22; Richard Ludden, July 28; Richard C. McVey, July 1; Norton F. O'Meara, July 1; Jack Oppenheim, July 8; Thomas Quan, July 16; Oscar Rappaport, July 26; Raymond Redlich, July 7; Jesse Temple, July 1; Norbert Templer, July 8.

Junior Assistants (Temp.): Beatrice Carswell, July 19; Gudrun Harpestad, July 12; Frances Hoffmann, July 12; Grace Hughes, July 12; Leah Klein, July 7; Esther C. Kolber, June 19; Mary Maher, July 1; Mary Nickol, July 12; Florence Nussbaum, July 27; Gertrude Peifer, July 1; Anna Phelan, July 14; Edith Priest, July 2.

Senior Assistant (Temp.): Cora A. Fenno, July 6.

Janitors (Temp.): James Holliday, July 30; Harry Sorrell, July 29.

Janitress (Temp.): Kate Walsh, July 21.

Elevator Operator (Temp.): Charles P. Ryan, July 11.

Window Washer (Temp.): Charlie Mozon, July 9.

Watchman (Temp.): George M. Tilton, July 14.

Separations.

Pages: Clyde Bader, July 9; Jack Collins, July 12; Kenneth Furlong, July 25; Albert Fuchs, July 8; Israel Goodman, July 6; Vincent Hackett, July 25; Keene Hall, July 25; Roland McKabe, July 4; Kelvin McCann, July 20; Edward Mackowiak, July 12; John Martin, July 4; Clifford Ohlander, July 14; William H. Short, July 25; Harold Treichel, July 30.

Junior Assistants: Alma Belzig, July 10; Hilda L. Bryant, July 29; Hazel Dunbar, July 5; Cora Fenno, July 5; Gudrun Harpestad, July 30; Grace Hughes, July 23; Lucille Kruse, July 25; Edna Novack, July 25; Rebecca Peck, July 30; Mary M. Polivka, July 12; Charlotte Revken, July 10; Marguerite Sprunger, July 25; Gretchen Stratton, July 10; Florence Stulper, July 27; Helen Tillotson, July 25; Margaret Williams, July 18.

Senior Assistant: Cora A. Fenno, July 30.

Principal Assistant: Marie Novak, July 10.

Janitors: Arthur Hamilton, July 25; James Holliday, July 30; Roy Williams, July 19.

Janitress: Julia B. Douglas, July 2..

Elevator Operator: Henry Munz, July 1.

Resignations.

Pages: Francis Flahive, July 10; Aaron Levitas, July 4; Louis Simon, July 5; Frank Sullivan, July 9.

Junior Assistants: Alberta Davies, July 25; Flaurance Rumry, July 10: Blanche Skirven, July 18.

Senior Assistant: Olive Hartley, July 10.

Janitor: Albert Jackson, July 19.

Transfers.

Janitor: Edward J. Penn, transferred to Board of Education July 19.

Elevator Operator: Fred W. Klineman, transferred to Board of Education July 1.

Director Shutter presented the bill of the United States Audit Co. in the amount of $43.75 for their audit of the books and accounts for the three months ended June 30, 1920, and moved that the bill be ordered paid.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved the bills be ordered paid.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$300.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
John Makovsky, rent, West North Ave. Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W 26th St. Branch	75.00
S. J. Christley, rent, Edison Park Branch	20.00
Chicago Telephone Co., service	171.85
W.V. Geary Teaming Co., sprinkling, etc., streets (branch)	25.00
H. J. Troch, street sprinkling, (branch)	6.50
Citizens Service Bureau, removing cinders, etc.	76.32
Haegele Ice Co., ice	46.57
Chicago Linen Supply Co, towel supply	119.97
Individual Towel & Cabinet Service Co., towel supply	46.50
Toll Bros., laundering towels	17.31
Chicago Evening Post Co., advertising	10.71
Pottinger-Flynn Coal Co., coal	1,639.88
Carborundum Co., "Garnet" paper	25.36
Gallaher & Speck, machinists labor, etc.	7.00
Thayer & Lynn, rewinding armature, etc.	175.00
Roth Bros. & Co., new commutator, etc.	75.00

James S. Kirk & Co., soft soap	54.00
Newton & Hoit Co., stools	6.75
G. B. Davidson, insurance	193.41
Pierce Electric Co., 2d payment electrical work	500.00
Inland Electric Co., electrical supplies	190.06
Carson Pirie Scott & Co., linoleum, etc.	63.80
Marshall Field & Co., linoleum, etc.	35.49
Wm. Gawne, Jr., installing Barney sprinkler system Legler Branch	663.00
D. F. Considine, grading with black soil Legler Branch grounds and seeding	423.50
Standard Oil Co., gasoline	261.85
Valvoline Oil Co., oil	39.13
Republic Truck Co., auto parts	233.97
Beckley-Ralston Co., auto accessories	23.00
Joseph Halsted Co., iron	18.50
Bullard & Gormley Co., hardware	13.71
Samuel Harris & Co., machinists' supplies	4.92
John Wojtalewicz, auto storage	30.00
H. G. Wilson, Sec'y, cash expenditures, July, 1920	117.00
Royal Typewriter Co., typewriting machines	186 30
	$6,912.35

He, also, presented the following bills for Special Assessments:

Harry R. Gibbons, County Collector, 5th installment, Washington Street pavement	$ 496.35
Harry R. Gibbons, County Collector, 4th installment, paving system (Kelly Branch Library)	111.95
	$608.30

Director Schick moved the bills be ordered paid.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

Director Schick presented the following bills in connection with the Legler Branch building:

Dahl-Stedman Co., payment on general contract	$2,005.00
A. T. Kramer, cement sidewalk	200.00

and moved that the bills be ordered paid.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

Director Schick reported informally on behalf of the Committee on matters considered by the Committee, and recommended

1. That a contract be awarded to Gallaher & Speck for repairing tempering coils in "Inlet A" of the ventilating system on the following basis:

   Labor, $1.85 per hour;
   Material cost plus 20 per cent.

2. That the work of repairing the roof on the Main library building be awarded to H. Rosenbaum Roofing Co. on their proposal to furnish labor at $1.80 per hour; actinoloite cement, 7 cents per pound; felt, 7 cents per pound.

3. That the contract for furnishing window shades for the Legler Regional Branch be awarded to the Perfection Shade Adjuster Co. on their proposal to furnish and instal cambric cloth shades with Perfection adjusters and pulleys for the sum of $674.42.

4. That the request of the Intelligence Department of the United States Army, Department of Great Lakes, to instal and exhibit a collection of war pictures in the Randolph Street lobby, beginning about September 1 and extending over a period of three months, be granted.

Director Sproul moved that the Board concur in the recommendations.

Carried.

Yeas—Directors Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the Chair—6.

Nays—None.

Director Schick also recommended on behalf of the Committee that an extra of $86.25 for additional marble work be

allowed on the contract of Dahl-Stedman Co. The extra marble work being required on account of the change in the location of the charging desk and removal of certain cases heretofore authorized.

Carried.

REPORTS.

The Librarian presented his statistical report for the month of July, 1920, which was received and ordered published.

The Secretary presented the report of the United States Audit Company on its audit of the books and accounts of the Chicago Public Library for the three months ended June 30, 1920, which was received and ordered published.

The following is the report:

August 6, 1920.

To the President and Board of Directors,
The Chicago Public Library,
Chicago.

Gentlemen:—In accordance with your instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended June 30, 1920.

We compared the Vouchers with the entries in the Cash Book and Voucher Record, and verified the Receipts from the Fines, Books Lost, Deposits, etc., by a comparison with the Branch Library Daily Receipt books and stubs of the Deposit Receipt books.

We proved the footings of all books of original entry and traced the postings therefrom to the General Ledger.

We verified the Cash Account by checking the Bank accounts and counting the Cash in the office.

We inspected and checked the Securities representing the various Investments in the presence of your Secretary, Mr. Wilson and of your Directors Messrs. Shutter and Schick. (See Exhibit "F.")

We compared the Receipts, as shown by the City Treasurer, with the amounts as shown on the books of the Library, and found same to be in agreement.

We submit herewith various statements, as indexed, which contain full details of the transactions of the period under audit. Same are correct and in accordance with the books.

Very truly yours,
UNITED STATES AUDIT CO.
WHITNEY B. FLERSHEM,
Certified Public Accountant.

CHICAGO PUBLIC LIBRARY—FUNDING BALANCE SHEET, JUNE 30, 1920.

Fund Assets.		
Public Library Fund:		
Balance in hands of City Treasurer		$ 24,650.26
Current and Trust Funds:		
Bonds	$277,578.65	
Certificate of Deposit	182.77	
Cash	6,341.24	
Petty Cash	589.41	
Due Account Accrued Interest	7.20	
Bond Increment	231.38	
Total Current and Trust Funds		284,930.65
Total Assets		$309,580.91
Fund Liabilities.		
Public Library Fund	$ 24,650.26	
Petty Cash	1,000.00	

Current and Trust Funds:			
Kelly Fund	$200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Branch	228.50		
Ryder Fund	10,000.00		
Ryder Fund Income	213.15		
Beecher Fund	2,000.00		
Beecher Fund Income	111.18		
Jackson Fund	1,000.00		
Jackson Fund Income	213.74		
Security Deposits	1,656.30		
Bond Increment	231.38		
Special Deposits	100.00		
Rental Collections	3,176.40		
Total Current and Trust Funds		283,930.65	
Total Fund Liabilities			$309,580.91

LIBRARY FUND—CASH RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED JUNE 30, 1920.

Receipts.			
Taxes	$377,838.24		
Less: Tax Warrants 1919 Redeemed	185,000.00		
		$192,838.24	
Sale of 1919 Tax Warrants		25,000.00	
Interest on Balance with City Treasurer		27.01	
Miscellaneous Receipts		13,416.48	
			$231,281.73
Add: Balance March 31, 1920			52,765.33
			$284,047.06
Disbursements.			
Salaries: Main Library	$83,773.79		
Branches	58,262.18		
Delivery Stations	3,008.20		
		145,044.17	
Delivery Stations: Miscellaneous		2,172.97	
Branches: Miscellaneous		5,553.67	
Books		40,673.14	
Binding		17,365.62	
Finding Lists		1,156.29	
Printing and Stationery		3,402 54	
Periodicals		1,497.51	
Miscellaneous Expenses		1,808.64	
Fuel		2,760.16	
Heating and Generating Plant		650.08	
Electric Supplies and Repairs		544.87	
Janitors' Expense		472.40	
Furniture and Fixtures		610.31	
Insurance		434.05	
Freight and Expressage		57.43	
Postage		955.65	
Books Lost and Paid for—Refunds		157.30	
Repairs, Alterations and Improvements		2,856.36	

Branch Buildings	30,814.97	
Elevator Supplies and Repairs	59.92	
Interest	348.75	
Total Disbursements		259,396.80
Balance on hand June 30, 1920		$ 24,650.26

CHICAGO PUBLIC LIBRARY—CURRENT AND TRUST FUNDS.

CASH RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED JUNE 30, 1920.

Receipts.	Total	June	May	April
Kelly Branch	$ 2,476.48	$ 977.12	$ 141.58	$ 1,357.78
Ryder Fund Income	90.00	30.00	40.00	20.00
Jackson Fund Income	25.00	....	...	25.00
Rental Collections	730.43	252.13	234.04	244.26
Secretary's Petty Cash	1,897.37	924.99	540.09	432.29
Miscellaneous	802.93	279.22	323 94	199.77
Finding Lists	144.49	30.26	63 99	50 24
Books Lost and Paid for	1,616.62	739.24	575.40	301.98
Deposits	1,004.55	390.65	308.25	305.65
Accrued Interest	115.50	.....	.....	115.50
Fines	10,846.50	3,945.58	3,335.22	3,565.70
Duplicates	5.94	.....	5.94	.....
Bonds	5,000.00	.....	.....	5,000.00
Total Receipts	$24,755.81	$ 7,569.19	$ 5,568.45	$11,618.17
Add: Cash Balance Mar. 31, 1920	6,030.86	5,958.95	6,614 87	6,030.86
	$30,786.67	$13,528.14	$12,183.32	$17,649.03
Disbursements.				
Treasurer	$13,416.48	$4,994.30	$4,304.49	$4,117.69
Kelly Branch	2,419.07	994.52	482 00	942.55
Books	255.98	71.46	140.95	43.57
Binding	2.50	.....	2.50	.....
Branches	68.27	23.98	27 15	17.14
Books Lost and Paid for—Refunds	157 30	37.02	77.05	33 23
Deposits	1,058.30	370.40	328.20	359.70
Delivery Stations—Miscel.	79 50	1.35	20.48	57.67
Freight and Expressage	57.43	10 45	5.69	41.29
Heating and Generating Plant	4.60	.....	2.30	2.30
Miscellaneous Expense	371.18	7.87	345 38	17.93
Periodicals	95.00	38.35	28.65	28 00
Postage	955.65	395.63	274.54	285 48
Accrued Interest	115.50	.....	.....	115.50
Printing and Stationery	7.08	3 30	.30	3.48
Rental Collections	444.84	198.30	165.84	80 70
Bonds	4,851.30	.....	.....	4,851 30
Ryder Fund Income	57.35	30.72	.....	26 63
Jackson Fund Income	28.10	9.25	18.85	.....
Total Disbursements	$24,445.43	$7,186.90	$6,224.37	$11,034 16
Balance June 30, 1920	$ 6,341.24	$6,341.24	$5,958.95	$ 6,614.87

Chicago Public Library—Current and Trust Funds.
Summary of Balances for the Three Months Ended June 30, 1920.

	April	May	June
Kelly Fund	$200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Branch	586.32	245.90	228.50
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	173.87	213.87	213.15
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	111.18	111.18	111.18
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	241.84	222.99	213.74
Security Deposits	1,656.00	1,636 05	1,656.30
Special Deposits	100.00	100.00	100.00
Rental Collections	3.054.37	3,122.57	3.176.40
Incidental Fund (Petty Cash)	1,000.00	1,000.00	1,000 00
	$284,923.58	$284,652.56	$284,699.27
Less: Amount due from City Comptroller for Secretary's Petty Cash Fund	540 09	924.99	589.41
	$284,383.49	$283,727.57	$284.109.86
Made up as follows:			
Bonds—Book Value	$277,578.65	$277,578.65	$277,578.65
Certificate of Deposit	182.77	182.77	182.77
Cash	6,614.87	5,958.95	6,341.24
Accrued Interest	7.20	7.20	7.20
	$284,383.49	$283,727.57	$284,109.86

Reconciliation of Trust Funds June 30, 1920.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000.00	
Hiram Kelly Increment	65,000.00	
		$278,000.00
Investments:		
Municipal, Liberty Loan and Surety Bonds Per Exhibit "F"—Par Value $279,150.00	$277,578.65	
Certificate of Deposit No. 11787	182.77	
Accrued Interest	7.20	
Bond Increment	231.38	
		$278,000.00

RECONCILIATION OF BANK ACCOUNTS JUNE 30, 1920.

First National Bank:		
Balance per Bank Statement		$9,158.00
Deduct: Outstanding Checks		25.85
Balance per Books		9,132.15
Union Trust Company:		
Balance per Bank Statement	$ 459.88	
No Outstanding Checks.		
Balance per Books		459.88
Illinois Trust and Savings Bank:		
Balance per Savings Account		538.07
Total Bank Balances		10,130.10
Add: Deposits July 1 to August 6, 1920, inclusive:		
First National Bank	4,833.38	
Union Trust Company	2,809.17	
Illinois Trust and Savings Bank	66.49	7,709.04
		17,839.14
Deduct: Withdrawals July 1 to August 6, 1920, inclusive:		
First National Bank	5,071.08	
Union Trust Company	1,096.55	
Illinois Trust and Savings Bank	34.10	6,201.73
Balance per Banks June 30, 1920		$11,637.41
Add: Cash per Count August 6, 1920	988.23	
Disbursements July 1 to August 6, 1920	2,276.22	3,264.45
		14 901.86
Deduct: Receipts July 1 to August 6, 1920		8.560.62
Balance per Books June 30, 1920		$6,341.24

On motion of Director Sproul, the Board adjourned.

A. B. Wilson
Secretary.

REPORT OF LIBRARIAN FOR JULY, 1920.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of July was 498,084; for the corresponding month of the previous year, 483,943. The circulation was from the following sources:

Central Library	66,961
Branches	303,594
Stations	27,369
Traveling Libraries	71,605
Deposits	26,346
Branch Reference	2,209
	498,084

The following is a summary of the books obtained at the Central Library:

Main Collection	23,427
Open Shelf	27,014
Hughes Room	4,484
Music Room	3,484
Information Desk	6,958
Books for the Blind	1,019
Documents	131
Miscellaneous	444
	66,961

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,582	112	2,694
Austin	13,341	235	13,576
Austin High	Closed	....	....
Bessemer Park	7,987	162	8,149
Blackstone	12,875	306	13,181
Burr School	4,112	178	4,290
Butler House	8,752	142	8,894
Cornell Square	4,056	265	4,321
Davis Square	2,114	69	2,183
Douglas	14,500	2,069	16,569
Dvorak Park	3,447	79	3,526
Eckhart Park	3,318	327	3,645
Englewood High	Closed	....	....

Forestville School	Closed	....	....
Fuller Park	4,083	140	4,223
Hamilton Park	7,515	187	7,702
Hamlin Park	4,911	93	5,004
Hardin Square	2,749	156	2,905
Harrison High	Closed	....	....
Hebrew Institute	6,240	331	6,571
Holstein Park	6,342	101	6,443
Humboldt	13,131	1,998	15,129
Independence Park	6,170	153	6,323
Kelly	14,735	228	14,963
Kosciuszko	4,236	28	4,264
Lake View High	Closed	....	...
Lewis Institute	13,274	484	13,758
Lincoln Center	8 625	207	8,832
Lindblom High	Closed	....	....
Logan Square	10,884	242	11,126
McKinley Park	4,147	38	4,185
Mark White Square	4,873	141	5,014
Marshall High	Closed	....	....
Morse School	4,132	219	4,351
Ogden Park	8 754	128	8,882
Palmer Park	3,738	66	3,804
Pulaski Park	2,587	65	2,652
Rogers Park	10,494	132	10,626
Scanlan School	Closed	....	....
Senn High	Closed	....	....
Seward Park	4,319	331	4,650
Shedd Park	7,100	176	7,276
Sheridan Park	16,946	298	17,244
Sherman Park	5,841	117	5,958
Stanford Park	2,207	104	2,311
Stanton Park	2,266	116	2,382
Sumner School	5,091	202	5,293
Walker	3,459	97	3,556
West North Ave	10,761	164	10,925
West 26th Street	7,209	60	7,269
Woodlawn	19,691	683	20,374
Total	303,594	11,429	315,023

TRAVELING LIBRARIES.

	Direct	Stations	Total
Argyle	130	..	130
Armitage	512	29	541
Assoc. House	3,937	682	4,619
Avondale	1,419	56	1,475
Birchwood	4,298	..	4,298
Campbell Park	567	..	567
Cheltenham	1,854	19	1,873
Chicago Ave	567	54	621
Chicago Lawn	2,934	..	2,934
Cicero Ave	886	68	954
Cleveland	899	158	1,057
Dauphin Park	1,369	25	1,394
Drexel	222	54	276
Dunning	1,334	..	1,334
East Fifty-eighth St.	466	49	515
East Rogers Park	1,198	64	1,262
East Sixty-first St.	531	77	608
Edison Park	945	..	945
Eleanor Soc. Center	654	..	654
Fernwood	870	..	870
Gads Hill Center	713	..	713
Gage Park	751	..	751
Grand Ave	804	486	1,290
Grand Crossing	1,080	13	1,093
Gresham	1,545	41	1,586
Grove	739	257	996
Hegewisch	1,047	..	1,047
Hermosa	972	831	1,803
Irving Park	569	17	586
Jefferson Park	2,200	..	2,200
Kelvin Grove	330	..	330
Lake View	398	..	398
Lamon Ave	399	..	399
Larrabee St	1,337	753	2,090
Lawndale	2,496	..	2,496
LeMoyne	1,838	183	2,021
Longwood	679	..	679
Madison Street	835	382	1,217
Mayfair	973	..	973
Montrose	1,670	..	1,670
North Clark St	614	185	799
Norwood Park	541	..	541
Park Manor	4,113	425	4,538
Ravenswood	2,115	130	2,245
St. Louis	635	37	672
Samaritan	1,221	..	1,221
S. Ashland Ave	1,279	504	1,783
Southport Avenue	645	69	714
S. Western Ave	546	299	845
Trumbull Park	696	..	696
Wakeford	230	33	263
Washing'n Heights	550	..	550
West Division St.	1,393	..	1,393
West Harrison St.	444	527	971
West Pullman	2,533	..	2,533
West Ravenswood	2,159	157	2,316
West Twelfth St.	2,656	1,495	4,151
Wieboldt	2,317	226	2,543
Windsor Park	896	..	896
Total	71,605	8,385	79,990

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	303,594	11,429	315,023
Traveling Libraries	71 605	8,385	79,990
Business House Libraries	22,153	665	22,818
Special Deposits	4,193	.....	4,193
Branch Reference	2,209	.....	2,209
Total	403,754	20,479	424,233

Of the 27,369 books supplied through the Stations Department, 11,429 were sent to 42 branches and 15,940 to 56 stations. The books supplied for the same month of the preceding year numbered 28,297 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 19,157.

REFERENCE ROOM.

Number of books issued from stacks... 23,414
Number of recorded visitors..... ... 9,802

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 2,209; reference questions, 706.

ARTS AND CRAFTS ROOM.

Books consulted, 3,672. Visitors, 800.

HUGHES ROOM.

Volumes circulated, 4,484; pictures circulated, 421; recorded visitors, 2,977. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 2,297; directories consulted, 2,936; bound documents used, 1,650; books, 879; pamphlets, 15,390; visitors, 6,123.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 4,425; bound newspapers, 373. Visitors, 1,297

STUDY ROOM.

Volumes consulted, 992. Visitors, 2,722.

READING ROOM.

Periodicals issued at the counter at Central Library, 8,567. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 52,199.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 6,032; issued in July of the previous year, 5,345.

Number of juvenile cards issued, 2,206; research cards, 2; teachers' cards, 109. The number of three-year cards outstanding is 218,553.

BINDERY DEPARTMENT.

Number of books at binderies July 1, 1920	7,866
Number of books sent to binderies in July, 1920	10.432
Total number of books at binderies in July, 1920	18.298
Number of books received from binderies in July, 1920	8.913
Number of books at binderies August 1, 1920	9.385
Number of books repaired in Library in July, 1920	4.308

GROWTH OF THE LIBRARY.

The total number of volumes in the Library July 31, 1920, was 1,072,747. Received since January 1, 1920, 87,677; since July 1, 1920, 18,218. Books worn out and discarded since January 1, 1920, 28,359: since July 1, 1920, 4,726. Books lost and paid for since January 1, 1920, 4,265; since July 1, 1920, 810. Books found and money refunded since January 1, 1920, 1.357; since July 1, 1920, 51.

CARL B. RODEN,
Librarian.

CHICAGO, August 16, 1920.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 13, 1920.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Beroth, Tollkuehn and Sproul.

Absent — Directors Cuneo and McLaughlin.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the adjourned regular meeting held July 14, the regular meeting of August 9 and the adjourned regular meeting held August 16, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From the President and Secretary of the International Brotherhood of Stationary Firemen and Oilers, Local No. 7, in reference to the salaries paid to firemen, oilers and coal-passers in the library building.

Referred to the Committee on Administration.

From the Teachers' Council of Lake View High School in reference to the closing of the library branches in high schools.

Referred to the Special Committee on High School Branches.

From the Twenty-sixth Ward Woman's Civic League protesting against the closing of the high school branch in the Lake View high school.

Referred to the Special Committee on High School Branches.

From Edwin S. Davis, President of the Board of Education of the City of Chicago.

Director Shutter moved that the communication be received, published and referred to the Special Committee on High School Branches with power to act in the matter.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

The following is the communication:

"Sept. 11, 1920.

"Board of Education

"Of the City of Chicago.

"*Hon. Alfred E. Barr,*

"*President Chicago Public Library*

"*Board,*

"*Washington St. and Michigan*

"*Ave., Chicago, Illinois.*

"*My dear Mr. Barr:*—The action of the Board of Education in placing on file your communication relative to the inability of the Library Board to continue its branches in the schools of the City of Chicago owing to the lack of funds, and suggesting as a compromise that the Board of Education assume the expense of the Library attendants in the public schools, was, perhaps, inadvertent. This action on the part of the Board of Education was not taken because of any lack of desire to co-operate with the Library Board. It was feared that the payment of salaries of employés of the Library Board might be considered a misappropriation of funds.

"The finances of the Board of Education are in much the same condition as those of the Library Board. At the present time we are anticipating our revenues by approximately $4,000,000.00 each year, and we are building up a deficit which will soon equal the Board's limit of anticipation. The remedy lies in legislation, both for the Board of Education and for the Library Board. It is the intention of the Board of Education to seek this relief at the next session of the general assembly, and we see no reason why we should not join issue with the Library Board in urging an increased appropriation for the Public Library, to carry forward the splendid work they are doing in the public schools.

"The service the Public Library is granting to the high schools of the City of Chicago is invaluable. It is probably the most effective work done by the Public Library. The library branches in the public schools offer material close at hand which relates to the work being done in the class room. I feel that the withdrawal of library service from the public schools would be a great handicap to the pupils, as well as an unpopular one with the people of the city, who, I am sure, would lodge a vigorous protest.

"Again permit me to assure you that it is the earnest desire of the Board of Education to co-operate in every way with the Library Board, both bodies being charged with a phase of educational work highly important to the individual and to the community.

"The financial condition of the Board of Education and the Public Library is a problem which we must solve. The remedy for this condition, however, is not in retrenchment of activities, but rather to go forward, seeking relief from the next general assembly. The Board of Education makes an earnest appeal that the library service be continued in the public schools until that time.

"The Board of Education proposes to make provision for library branches, in accordance with plans approved by the Public Library Board, that will be convenient of access and serve adequately the communities in which the buildings are located. We believe there should be a closer relationship between the Board of Education and the Library Board, and suggest that steps be taken at once to bring about such a relationship in working out our common problem.

"Very sincerely yours,

"Edwin S. Davis,

"*President Board of Education.*"

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

B. F. Stevens & Brown, books and subscriptions, £118/11/1 (est.)	$ 417.87
Marshall Field & Co., books	6,343.30
H. R. Huntting Co., books	767.60
C. V. Ritter, books	598.55
Modern Arabic Library, books	134.30
Keystone View Co., books, etc	131.67
A. Kroch & Co., books and subscriptions	96.51
Moody's Investors Service, books	60.00
F. Pancoer, books	50.87
"A. L. P.," books	22.32
Norman Remington Co., books	10.38
Rexford L. Holmes, books	10.30
Progressive Age Publishing Co., books	10.00
Moran's Automobile Red Book Publishing Co., books	10.00
Society of Naval Architects and Marine Engineers, books	10.00
H. W. Wilson Co., books and subscriptions	7.06
Power Wagon Publishing Co., books	5.00
Patterson's American Education, books	4.50
Winters Publishing Co., books	4.00
Librarian of Congress, Washington, catalog cards	1,000.00
Library Bureau, cards, etc	183.06
A. W. Shaw Co., subscriptions	62.70
Standard Statistics Co., subscription	30.00
Geo. E. Koehler & Son, binding	1,512.12
Simpson Book Bindery, binding	973.00
Gulbrandson & Petersen's Book Bindery, binding	746.80
Burgmeier Book Bindery, binding	600.25
Northwestern Bindery, binding	590.17
Brabandt & Valters Book Binding Co., binding	587.61
John Seybold, marking on backs of books	204.41
Lawrence Laub, binding	156.00
Slade, Hipp & Meloy, gummed muslin	25.00
Max Stern's Sons Co., printing	872.00
James Watson & Co., printing	184.75
Cameron, Amberg & Co., register of book borrowers, etc	84.95
Thompson & Co., mimeographing	63.60
Mead & Wheeler Co., cards, etc	195.50
Bradner Smith & Co., paper, etc	167.41
Pilcher-Hamilton Co., paper	79.95
Swigart Paper Co., paper	65.00
J. W. Butler Paper Co., paper	37.40
Geo. E. Cole & Co., stationery	49.95
P. A. Salisbury-Schulz Co., rubber stamps, etc	48.05
Ioas Bros. Co., pens	22.50
Dennison Mfg. Co, tags and labels	20.25
Rolle Rubber Co., rubber bands	15.00
A. B. Dick Co., mimeograph supplies	4.80
Remien & Kuhnert Co., paper	4.50
City Collector, pay roll supplies	10.20
H. G. Wilson, Sec'y, cash expenditures, Aug., 1920	342.03
	$17,633.19

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Rental Collection:

Marshall Field & Co., books $12.58

Jackson Fund Income Account:

Clovernook Home for the Blind, books $5.63

Director Tollkuehn also presented the following report of the Committee and moved that the action of the Committee be concurred in and the recommendations adopted.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library desires to submit the following report on several matters left in its hands with power to act.

In the matter of fees paid to keepers of deposit and delivery stations, we have decided to recommend an increase from one cent to two cents per volume circulated monthly.

In the matter of bids for supplying magazine binders, we have authorized a contract to be entered into with Gaylord Brothers, Rochester, N. Y., for one thousand binders of their manufacture at a total cost of $1.625.

We further recommend that the Secretary be authorized to deposit the sum of $1,000 with the Library of Congress to pay for catalog cards from that institution

required by the several departments of the Library.

Respectfully submitted,

FRANK F. TOLLKUEHN,
C. O. BEROTH,
E. W. SPROUL,
Committee on Library.

CHICAGO, Sept. 13, 1920.

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following schedule of book lists, recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	445 vols., (9 pamphlets)	$ 934.00
Thomas Hughes Collection:	16 vols.,	17.00
Branch Collection:	38 vols.,	21.00
Legler Regional Collection:	2,503 vols.,	2,884.00
Deposit Collection:	159 vols.,	140.00
Picture Collection:	(2,663 pictures)	781.00
Rental Fund:	17 vols.,	31.00
	3,178 vols., (9 pamphlets) (2,663 pictures)	$4,808.00

Your Committee also recommends that a list of miscellanous bills herewith submitted, amounting to $60.80, be paid from the incidental fund.

Respectfully submitted,

FRANK F. TOLLKUEHN,
C. O. BEROTH,
E. W. SPROUL,
Committee on Library.

CHICAGO, Sept. 13, 1920.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Senior Assistants: Alice E. Shutter, September 10; Josephine Sowers, August 31; Charles J. Macko, September 10.

Junior Assistants: Ella Banta, September 10; Helen R. Curtis, September 10; Lena O. Sorg, September 1.

Library Typist: Josephine Polk, September 10.

Pages: William Fitzgerald, August 21; Lyle M. Fox, August 30; James Ryan, September 5; Frank Sullivan, July 9; Joseph L. Zackary, August 25.

Your Committee further recommends that compensation be granted to Alice M. Farquhar at the rate of full pay for time lost through illness from June 24 to July 31, inclusive.

Also that the sum of $150 be appropriated to defray the expenses of delegates, to be designated by the Librarian, to the annual convention of the Illinois State Library Association in Springfield, October 12, 13 and 14.

Respectfully submitted,

R. G. SHUTTER,
JAMES J. HEALY,
C. E. SCHICK,
Committee on Administration.

CHICAGO, Sept. 13, 1920.

He, also, presented the list of vacancies and appointments for August, 1920, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Bernard H. Balter, August 27; Samuel Deutsch, August 16; Edward Diskor, August 10; Peter Genovese, August 11; Olive George, August 26; William Goldstein, August 18; Mandel V. Haluska, August 2; William Hauk, August 23; Barney Joseph, August 2; Vincent Krzyczewski, August 11; Thomas Kuratko, August 3; Felix Leszczynski, August 18; Wilbert Lindwall, August 7; Lewis W. Mann, August 2; Charles Pederson, August 26; Raymond Redlich, August 2; Rubin Schacter, August 17.

Junior Assistants (Temp.): Verna Allman, August 31; Virginia Bacon, August 30; Alfhild Bjerknes, August 9; Mildred Cartwright, August 23; Florence Corbus, August 17; Violet Davis, August 27; Antoinette Dubski, August 23; Julia English, August 27; Bertha Gasper, August 28; Clara Herwig, August 26; Rose Herzfeld, August 26; Eleanor Kowalski, August 30; Alice McElwain, August 19; Eleanor Marks, August 4; Dorothea Miller, August 27; Lucille Proser, August 26; Camilla Savage, August 5; Florence Skolnik, August 3; Theresa Textor, August 16; Irene Wilbert, August 28; Margaret Williams, August 31.

Principal Assistant (Temp.): Fred Server, August 27.

Janitors (Temp.): James H. Benedict, August 9; John T Dorsey, August 31; Adjacent Foster, August 12; John Hicks, August 16; Eugene Johnson, August 17; Elijah Marrs, August 18; Frank Schaub, August 2; George Tunson, August 18.

Elevator Operator (Temp): Edwin Weisenborn, August 18.

Oiler (Temp) Albert Butler, August 7

Separations.

Pages: Felix Anderson, August 25; Herman Andersen, August 1; Boris Brail, August 19; Robert Carmody, August 29; James Craney, August 29; Robert Dartsch, August 23; Albert Daugherty, August 29; William Dreyer, August 27; Henry Dusek, August 25; Peter Genovese, August 11; Jack Gerchgall, August 22; Lewis Hale, August 4; Donald Hawkins, August 7; George Healy, August 25; Sylvester Kessie, August 20; Vincent Krzyczewski, August 16; Norton O'Meara, August 16; Jack Oppenheim, August 25; DeRoy Osterkamp, August 21; Oscar Rappaport, August 10; Roy Soravia, August 29; Leo Spiegel, August 10; Raymond Ulveling, August 25; Samuel Werch, August 25; James Wetzel, August 25.

Junior Assistants: Nina E. Betz, August 31; Alfhild Bjerknes, August 14; Bonnie Child, August 10; Florence Corbus, August 18; Iola Cruett, August 15; Esther Deutsch, August 1; Louise Erb, August 8; Mary Goldman, August 29; Esther Guggenheim, August 29; Loretta Hurst, August 10; Helen Jennings, August 25; Blanche Jorgenson, August 25; Alice Judd, August 25; Esther Kolber, August 31; John Kreiling, August 5; Helen Krieger, August 23; Margaret Kurtz, August 15; Pauline Kurtz, August 13; Margaret Landers, August 25; Florence Matthews, August 22; Elizabeth Mazac, August 10; Constance Nessler, August 1; Florence Nussbaum, August 10; Kathryn Patterson, August 14; Gertrude Peifer, August 31; Anna Phelan, August 25; Marion Piatt, August 14; Frances Pine, August 31; Genevieve Przybylinski, August 11; Ruth Puffer, August 29; Helen Reeves, August 31; Elsa Ringletaub, August 10; Grace Robbins, August 10; Mildred Rohrer, August 15; Mrs Glenn Votruba, August 25; Martha Wilcox, August 25

Principal Assistant: Fred Server, August 31.

Janitors: James H. Benedict, August 29; Adjacent Foster, August 13; Eugene Johnson, August 25; Frank Schaub, August 23; Harry Sorrell, August 3.

Janitress: Kate Walsh, August 25.

Window Washer: Charlie Mozon, August 6.

Resignations.

Pages: William Fitzgerald, August 21; Lyle M. Fox, August 30; Joseph L. Zachary, August 25.

Senior Assistants: Edith Greengard,

August 10; Virginia Post, July 1; Alfred Sayers, August 1; Josephine Sowers, August 31.

Principal Assistant: Jessie Melsheimer, August 10.

Head Assistant: Myrtle Sette, August 8.

Janitress: Catherine Murray, July 30.

Director Shutter reported back the petition from sundry employés of the Board in reference to an increase in salary and recommended, on behalf of the Committee, that action be postponed until consideration of the annual budget in January, 1921.

Director Healy moved that the Board concur in the recommendation.

Carried.

Director Shutter presented a bill from Joyce & Co. in the amount of $25 00 premium on the bond of the Secretary, and moved that the bill be ordered paid.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$300.00
Louis Solomon, rent, Humboldt Park Branch	185.00
Lewis Institute, rent, W. Madison Street Branch	150.00
John Makovsky, rent, West North Ave. Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current	362.72
Peoples Gas Light & Coke Co., gas	11.22
Chicago Telephone Co., telephone service	165.98
H. J. Troch, street sprinkling (branches)	6.50
Chicago Mill & Lumber Co., wooden boxes, etc.	178.60
Chicago Linen Supply Co., towel supply	118.03
Individual Towel & Cabinet Service Co., towel supply	48.75
Toll Bros., laundering towels	16.00
Haegele Ice Co., ice	40.44
Marshall Field & Co., baskets and cord	17.16
L. Gould & Co., compound	5.25
American Type Founders Co., recasting rollers, etc.	4.01
Allen Filter Service, water bottles	3.75
Pottinger-Flynn Coal Co., coal	2,369.69
Dearborn Chemical Co., oil	106.92
Jenkins Bros., valves	29.57
Westinghouse Traction Brake Co., valves	10.56
D. J. Gallagher Mfg. Co., waste and wipers	40.20
O. C. Keckley Co., sandpaper	6.45
Gerts, Lumbard & Co., brushes	5.35
Crandall Packing Co., pump plunger rings	4.50
Citizens Service Bureau, removing cinders, etc.	75.54
American Battery Co., type elements complete	19.50
Manhattan Electrical Supply Co., dry cells	4.68
Gallaher & Speck, turning armature shaft	51.40
J. Spaulding & Sons Co., fibre spacers	4.00
Bullard & Gormley Co., hardware	26.90
Fuller, Morrisson Co., ammonia	5.85
Royal Typewriter Co., repairing	52.20
Lampert & Keller, insurance	25.00
G. B. Davidson, insurance	16.10
H. Rosenbaum Roofing Co., repairing roof, library bldg.	682.44
George B. Carpenter & Co., installing awnings, etc.	212.20
W. J. Gemeny Co., replacing boiler section	189.30
Edward Hines Lumber Co., lumber	79.37
A. Hannibal, repairing chairs	34.00
Standard Oil Co., gasoline	365.47
Republic Truck Co., auto parts	152.40
Chicago Auto Equipment Co., rubber tires, etc.	52.43
Triple Action Spring Co., springs	26.10
Samuel Harris & Co., machinists' supplies	23.13
W. H. Salisbury & Co., leather belting	7.62
Beckley-Ralston Co., auto accessories	6.24
H. Channon Co., roller bushed well	4.50
Maypole Garage, auto storage	31.60
John Wojtalewicz, auto garage	10.00
H. G. Wilson, Sec'y, cash expenditures, Aug., 1920	66.64
	$7,186.26

He, also, presented the following bills in connection with the Legler Branch building:

Dahl-Stedman Co., payment on general contract..... $10,000.00
Snead & Co., payment on contract for bookstacks ... 9.350.00

and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

Director Schick moved, on behalf of the Committee, that the Secretary be authorized to place an order with the Inter Ocean Cabinet Company at a sum not to exceed $231.00 for oak lumber to be used by the Library in making book-trucks, this being the lowest proposal received.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

He also moved, on behalf of the Committee, that the Secretary be authorized to enter into a contract with the Dearborn Chemical Company for furnishing lubricating oils for the power plant.

Ft. Douglas XXX cylinder oil at 80 cents per gallon, less 10% discount; Ft. Lincoln dynamo and engine oil at 50 cents per gallon, less 10% discount, with the guarantee that the maximum total of bills for cylinder and engine oils furnished by them beginning with the year September 1, 1920, shall not exceed the sum of $305.00, this being the lowest proposal received.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

Director Schick stated that when the enlarged quarters were taken over by the Library for the branch located in Butler House, 3212 Broadway, it was agreed that the Board should have the use of the rooms without rent for a period of one year, that this period had elapsed July 1, 1920, and moved, on behalf of the Committee, that these rooms be retained by the Library Board at a monthly rental of $25.00 to date from July 1, 1920.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

Director Schick, on behalf of the Committee, recommended the following items in connection with the Legler Regional Branch Library:

I. That an allowance of $10.00 be made to Dahl-Stedman Company for certain hardware for the garage doors which had been excluded from the contract for hardware.

II. That an allowance of $7.26 be made to Dahl-Stedman Company for a change made in the color of the base in the reading room.

III. That the proposal of Dahl-Stedman Company to furnish, for the sum of $317.00, an additional bronze tablet commemorative of the opening of the building, be accepted.

Director Schick moved that the recommendations be concurred in.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

REPORTS.

The Librarian presented his statistical report for the month of August, 1920, which was received and ordered published.

The Librarian reported that he had received a communication from William J. Mack, Secretary of the Chicago Boosters' Publicity Club, requesting a supply of pamphlets concerning the work of the Chicago Public Library for distribution.

The Secretary was directed to notify Mr. Mack that while the Board appreciated the offer it would be impossible to furnish the literature on account of the lack of funds, but if provisions could be made to furnish the printing the Board would be pleased to compile and furnish the necessary material.

NEW BUSINESS.

The President, Director Barr, presented the following

MEMORIAL MINUTE.

The Board of Directors takes the opportunity of its first regular meeting since the decease of the Hon. John W. Eckhart to add this expression of its sorrow to that of the public at large at the death of this useful citizen. Mr. Eckhart was a member of this Board for two terms, from 1901 to 1907, and twice its President. During this period his strong and fearless conduct of the affairs of the Public Library, the many constructive measures initiated and supported by him and his keen interest in the welfare of the institution contributed much to its prosperity and continued efficiency during a period of especial stress and difficulty. The services rendered by John W. Eckhart to the Chicago Public Library were of a character and importance that left their impress upon the Library for all time.

Resolved, that this Memorial Minute be spread upon the records of the Board and that a copy thereof be transmitted to the family of Mr. Eckhart.

Director Healy moved the adoption of the resolutions.

Carried by a rising vote.

On motion of Director Healy, the Board adjourned.

A. L. Wilson.
Secretary.

REPORT OF LIBRARIAN FOR AUGUST, 1920.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of August was 502,265; for the corresponding month of the previous year, 486,363. The circulation was from the following sources:

Central Library	69,151
Branches	301,913
Stations	27,553
Traveling Libraries	73,234
Deposits	28,540
Branch Reference	1,874
	502,265

The following is a summary of the books obtained at the Central Library:

Main Collection	23,567
Open Shelf	27,908
Hughes Room	4,373
Music Room	2,882
Information Desk	6,896
Books for the Blind	957
Documents	171
Miscellaneous	397
	69,151

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,665	81	2,746
Austin	13,424	254	13,678
Austin High	Closed	....	....
Bessemer Park	7,663	169	7,832
Blackstone	12,772	328	13,100
Burr School	4,199	186	4,385
Butler House	8,170	153	8,323
Cornell Square	3,763	224	3,987
Davis Square	2,091	35	2,126
Douglas	13,181	2,604	15,785
Dvorak Park	4,229	77	4,306
Eckhart Park	3,366	295	3,661
Englewood High	Closed	....	....

Forestville School	Closed	....	....
Fuller Park	4,218	115	4,333
Hamilton Park	7,740	162	7,902
Hamlin Park	5,054	105	5,159
Hardin Square	2,548	166	2,714
Harrison High	Closed	....	....
Hebrew Institute	6,655	309	6,964
Holstein Park	6,602	111	6,713
Humboldt	12,995	2,115	15,110
Independence Park	6,624	120	6,744
Kelly	14,633	228	14,861
Kosciuszko	3,857	38	3,895
Lake View High	Closed	....	....
Lewis Institute	13,495	447	13,942
Lincoln Center	8,534	216	8,750
Lindblom High	Closed	....	....
Logan Square	10,836	289	11,125
McKinley Park	4,051	24	4,075
Mark White Square	4,826	118	4,944
Marshall High	Closed	....	....
Morse School	3,990	186	4,176
Ogden Park	8,644	139	8,783
Palmer Park	3,716	65	3,781
Pulaski Park	2,677	56	2,733
Rogers Park	10,032	172	10,204
Scanlan School	Closed	....	....
Senn High	Closed	....	....
Seward Park	4,318	300	4,618
Shedd Park	6,465	182	6,647
Sheridan Park	17,595	322	17,917
Sherman Park	5,631	113	5,744
Stanford Park	2,123	157	2,280
Stanton Park	2,347	88	2,435
Sumner School	5,050	212	5,262
Walker	3,742	66	3,808
West North Ave	10,399	200	10,599
West 26th Street	7,085	62	7,147
Woodlawn	19,908	643	20,551
Total	301,913	11,932	313,845

TRAVELING LIBRARIES.

	Direct	Stations	Total
Argyle	533	..	533
Armitage	502	27	529
Assoc. House	3,605	743	4,348
Avondale	1,646	46	1,692
Birchwood	4,093	..	4,093
Campbell Park	447	..	447
Cheltenham	1,734	14	1,748
Chicago Ave	605	47	652
Chicago Lawn	2,744	..	2,744
Cicero Ave	942	41	983
Cleveland	974	120	1,094
Dauphin Park	1,439	32	1,471
Drexel	282	74	356
Dunning	1,319	..	1,319
East Fifty-eighth St.	193	29	222
East Rogers Park	1,238	63	1,301
East Sixty-first St.	498	73	571
Edison Park	593	..	593
Eleanor Soc. Center	866	..	866
Fernwood	1,040	..	1,040
Gads Hill Center	781	..	781
Gage Park	1,304	..	1,304
Grand Ave	737	449	1,186
Grand Crossing	988	25	1,013
Gresham	1,578	23	1,601
Grove	752	223	975
Hegewisch	1,039	..	1,039
Hermosa	1,189	833	2,022
Irving Park	724	27	751
Jefferson Park	2,359	..	2,359
Kelvin Grove	341	..	341
Lake View	380	..	380
Lamon Ave	201	..	201
Larrabee St	1,374	667	2,041
Lawndale	2,389	..	2,389
LeMoyne	1,760	159	1,919
Longwood	576	..	576
Madison Street	809	450	1,259
Mayfair	936	..	936
Montrose	1,513	..	1,513
North Clark St	552	205	757
Norwood Park	727	..	727
Park Manor	4,338	345	4,683
Ravenswood	2,277	162	2,439
St. Louis	546	29	575
S. Ashland Ave	1,446	602	2,048
Southport Avenue	728	82	810
S. Western Ave	624	369	993
Trumbull Park	1,227	..	1,227
Wakeford	518	40	558
Washing'n Heights	367	..	367
West Division St.	1,547	..	1,547
West Harrison St.	788	462	1,250
West Pullman	2,490	..	2,490
West Ravenswood	2,431	106	2,537
West Twelfth St.	2,656	1,711	4,367
Wieboldt	2,065	203	2,268
Windsor Park	884	..	884
Total	73,234	8,481	81,715

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	301,913	11,932	313,845
Traveling Libraries	73,234	8,481	81,715
Business House Libraries	24,059	721	24,780
Special Deposits	4,481	.....	4,481
Branch Reference	1,874	.....	1,874
Total	405,561	21,134	426,695

Of the 27,553 books supplied through the Stations Department, 11,932 were sent to 42 branches and 15,621 to 56 stations. The books supplied for the same month of the preceding year numbered 28,016 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 19,318.

REFERENCE ROOM.

Number of books issued from stacks... 23,037
Number of recorded visitors..... ... 9,745

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 1,874; reference questions, 688.

ARTS AND CRAFTS ROOM.

Books consulted, 4,571. Visitors, 953.

HUGHES ROOM.

Volumes circulated, 4,373; pictures circulated, 410; recorded visitors, 3,059. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 2,202; directories consulted, 2,254; bound documents used, 1,350; books, 798; pamphlets, 10,890; visitors, 5,983.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 4,595; bound newspapers, 746. Visitors, 1,583.

STUDY ROOM.

(Closed during August.)

READING ROOM.

Periodicals issued at the counter at Central Library, 8,406. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 53,682.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,243; issued in August of the previous year, 4,903.

Number of juvenile cards issued, 1,550; research cards, 5; teachers' cards, 90. The number of three-year cards outstanding is 217,284.

BINDERY DEPARTMENT.

Number of books at binderies August 1, 1920	9,385
Number of books sent to binderies in August, 1920	4,363
Total number of books at binderies in August, 1920	13,748
Number of books received from binderies in August, 1920	7,395
Number of books at binderies September 1, 1920	6,353
Number of books repaired in Library in August, 1920	2,470

GROWTH OF THE LIBRARY.

The total number of volumes in the Library August 31, 1920, was 1,078,876. Received since January 1, 1920, 96,750; since August 1, 1920, 8,716. Books worn out and discarded since January 1, 1920, 30,810: since August 1, 1920, 2,537. Books lost and paid for since January 1, 1920, 4,265; since August 1, 1920, 359. Books found and money refunded since January 1, 1920, 378; since August 1, 1920, 21.

CARL B. RODEN,
Librarian.

CHICAGO, September 13, 1920.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 27, 1920.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Tollkuehn and Sproul.

Absent—Directors Beroth, Cuneo and McLaughlin.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held September 13, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communication was received from the janitresses in the employ of the Board in reference to their salaries.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following schedule of book lists, recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	816 vols.,	$ 956.00
Thomas Hughes Collection:	31 vols.,	34.00
Deposit Collection:	714 vols.,	652.00
Branch Collection:	1,024 vols.,	1,319.00
High School Collection:	31 vols.,	42.00
Legler Regional Collection:	426 vols.,	479.00
Reserve Collection:	62 vols.,	84.00
Picture Collection:	(7 pictures)	4.00
Rental Collection:	128 vols.,	167.00
	3,232 vols., (7 picures)	$3,737.00

As in former years, requests for proposals for periodical subscriptions for the year 1921 have been mailed to several dealers with instructions to return the same before October 1st. In order that a contract may be closed on that date your Committee requests power to act in this matter pending the next meeting of the Board.

Respectfully submitted,
FRANK F. TOLLKUEHN,
E. W. SPROUL,
Committee on Library.

CHICAGO, Sept. 27, 1920.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report signed by a majority of the Committee:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Section I. The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Pages: Matthew Fetridge, September 13; Robert M. Mandel, September 23.

Junior Assistant: Viola McDougall, September 19.

Senior Assistant: Mathilda S. Nodek, September 1.

Head Assistant: George S. King, October 15.

The Committee desires to record its appreciation of the long and valuable services of Mr. King, whose resignation we accept with reluctance, and whose departure will result in a serious loss to the staff.

It is further recommended:

That leaves of absence be granted as follows:

Margaret J. Connelly, junior assistant, for two months from September 7.

Katherine J. Voell, senior assistant, for one month from September 13.

Bessie Markson, principal assistant, from September 7 to October 16, inclusive.

Lucy Brown, principal cataloger, for one year from September 11.

Elizabeth Barnes, head assistant, for six weeks from September 28.

Olive E. Pillsbury, head assistant, extension of leave from September 11 to December 1.

Section II. Your Committee further recommends the following increases, to date from September 26, 1920:

First Assistant Engineer	$2760
Assistant Engineer	2340
Mech. and Elec. Engineer	2100
Firemen	1980
Oilers	1980
Coal Passers	1740
Chauffeurs	1920
Auto Caretaker	1500

Respectfully submitted,
R. G. SHUTTER,
C. E. SCHICK,
Committee on Administration.

CHICAGO, Sept. 27, 1920.

There being no objection, the report was divided and considered under two parts, designated section I and section II.

Director Shutter moved that the Board concur in the recommendations under the heading section I.

Carried.

Director Shutter moved that the Board concur in the recommendations under the heading section II.

Yeas—Directors Shutter, Schick and Tollkuehn—3.

Nays—Director Healy—1.

Present and not voting — Director Sproul and the Chair.

The Chair declared the motion lost.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented

the certificate of the Architect in favor of Victor S. Pearlman & Co., in the amount of $2,000.00, first payment on their contract for electric light fixtures for the Legler Branch, and moved that the amount be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

He, also, presented a request from John J. Keenan & Co., for a payment of $5,809.00 on their contract for furniture for the Legler Branch Building, and moved that this amount be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

NEW BUSINESS.

The Librarian stated that sundry items of furniture and fixtures for the staff room and other rooms in the Legler Branch Building, not included in the contract for furniture, would be needed before the Legler Branch Building was opened.

Director Schick moved that the matter be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

On motion of Director Sproul, the Board adjourned.

A. R. Wilson

Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 11, 1920.

OFFICIAL RECORD.

No quorum appearing the Board adjourned to meet Thursday, October 14, 1920, at five o'clock P. M.

H. L. Wilson
Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, THURSDAY, OCTOBER 14, 1920.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Beroth, Tollkuehn and Sproul.

Absent — Directors Cuneo and McLaughlin.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held September 27, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Joseph T. Bowen, President of the Woman's City Club of Chicago, in reference to the posting of campaign notices in the Library building.

Received and placed on file.

From Philip Steele, President of the International Union of Steam and Operating Engineers, in reference to the salaries of the engineers in the Library building.

Referred to the Committee on Administration.

From Joseph W. Morton, President of the International Brotherhood of Stationary Firemen and Oilers, in reference to the salaries of the firemen, oilers and coal-passers in the Library building.

Referred to the Committee on Administration.

From B. A. Eckhart, Trustee for Lewis Institute, in reference to the rent of the stores 1943, 1945 and 1947 West Madison street, occupied by the Library as a branch.

Referred to the Committee on Buildings and Grounds.

The following communication from the Secretary, which was received and ordered published:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—At the election of trustees for the Public Library Employés Pension Fund held October 4, 1920, the following were elected for terms specified:

From the Board of Directors: Mr. Richard G. Shutter, one year term, to succeed Mr. Charles E. Schick.

From employés contributing to the fund: Mr. J. R. Patterson, two year term, to succeed Mr. James J. Linehan. and Miss Adah F. Whitcomb to fill the unexpired term of Mr. George S. King, who has resigned from the service.

Respectfully submitted,

H. G. WILSON,
Secretary.

CHICAGO, Oct. 11, 1920.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following schedule of book lists, recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	905 vols., (18 pamphlets)	$1,130.00
Thomas Hughes Collection:	16 vols.,	18.00
Branch Collection:	3,509 vols.,	4,008.00
High School Collection:	67 vols.,	104.00
Deposit Collection:	581 vols.,	691.00
Picture Collection:	(1471 pictures)	50.00
Rental Collection:	117 vols.,	152.00
Ryder Fund:	1 vol.,	20.00
	5,196 vols., (18 pamphlets) (1,471 pictures)	$6,173.00
Chicago Newspapers—Subscription from July 1, 1920, to January 1, 1921		$ 75.00
Periodical Subscriptions for 1921 for Main Library and Branches:		
	General Fund:	$9,500.15
	Ryder Fund:	45.85
		$9,546.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $55.98, be paid from the incidental fund.

Respectfully submitted,

FRANK F. TOLLKUEHN,
C. O. BEROTH,
E. W. SPROUL,
Committee on Library.

CHICAGO, Oct. 11, 1920.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

J. Terquem, books, Francs 339.65 (est.)	$ 23.43
Marshall Field & Co., books	8,913.47
A. Kroch & Co., books, etc.	845.49
A. L. A. Publishing Board, books	90.50
Raf. D. Szalatnay, books	85.50
C. V. Ritter, books	83.70
Nelson Osgood Rhoades, books	62.94
Prentice-Hall, books	60.00
H. W. Wilson Co., books	43.07
H. L. Hayward, books	42.00
F. Pancner, books	37.56
Rand McNally & Co., books	25.00
Marshall Jones Co., books	23.74
A. C. McClurg & Co., books	15.64
R. L. Polk & Co., books	10.80
Arthur H. Clark Co., books	10.63
J. M. Hanson-Bennett Magazine Agency, periodicals for 1921	9,493.15
R. S. Henshaw, newspaper subscriptions	75.50
Brabandt & Valters Book Binding Co., binding	1,722.54
Geo. E. Koehler & Son, binding	1,066.58
Hehn & Hoth, binding	1,020.21
Gulbrandson & Petersen's Book Bindery, binding	376.53
Burgmeier Book Bindery, binding	352.90
John Seybold, marking on backs of books	166.69
Slade, Hipp & Meloy, gummed muslin	30.00
Gane Bros. & Lane, paste	11.75
Shelp Mfg. Co., stitched binder	9.00
Dwight Bros. Paper Co., paper	223.86
Tucker-Kenworthy Co., printing	139.25
James Watson & Co., printing	60.50
Max Stern's Sons Co., printing	36.00
Cameron, Amberg & Co., paper	29.00
Gaw-O'Hara Envelope Co., envelopes	112.37
Bradner Smith & Co., paper and envelopes	75.81
Swigart Paper Co., paper	5.52
Albert Hancock & Co., paper	24.70
Rockwell-Barnes Co., folders	14.50
Geo. E. Cole & Co., stationery	8.95
A. B. Dick Co., mimeograph supplies	8.85
P. A. Salisbury-Schulz Co., rubber stamps, etc.	7.85
H. G. Wilson, Sec'y, cash expenditures, Sept., 1920	470.54
	$25,916.02

He, also, presented the following bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Rental Collection:

Marshall Field & Co., books	$53.85

Ryder Fund Income Account:

J. M. Hanson-Bennett Magazine Agency, subscriptions	$45.85
Architectural Book Publishing Co., books	20.00
William Helburn, books	15.00
	$80.85

Jackson Fund Income Account:

Theosophical Book Ass'n for the Blind, books	$7.65

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Principal Assistant—Camille Rigali, October 10.

Senior Assistant—Mary Meany, October 17.

Pages—Nathaniel Dolnitzky, September 27; William Enke, September 28; Raphael Ulveling, October 3.

It is further recommended:

That leave of absence be granted to John D. Barchard, automobile operator, for five months from November 1.

That the Librarian be authorized to employ members of the Training Class for part-time work at the hour rate authorized for junior assistants, namely, 35 cents per hour.

Also that requisition be made upon the Civil Service Commission for one

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engineer-janitor for the Henry E. Legler Branch at $1,980 per annum.

Respectfully submitted,

R. G. SHUTTER,
JAMES J. HEALY,
C. E. SCHICK,
Committee on Administration.

CHICAGO, Oct. 14, 1920.

He, also, presented the list of vacancies and appointments for September, 1920, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Louis M. Belovsky, September 21; Francis B. Crouse, September 16; Julian Ebert, September 13; Samuel E. Goldstine, September 17; Maurice Graham, September 22; Lincoln Grunwald, September 14; Clarence A. Hotvedt, September 27; Thomas Jordon, September 13; Morris Lipstein, September 11; Michael McDermott, September 13; Samuel B. Marynowsky, September 17; Eddie Nowacki, September 9; Louis Ruthstein, September 29; Walter Schalm, September 30; Isadore Shapiro, September 27; Fred Stier, September 27.

Junior Assistants (Temp.): Henry A. Adams, September 13; Regina M. Anderson, September 10; Margit Arentz, September 21; Lucille Bailey, August 30; Grace Ballantine, September 13; John Basile, September 8; Florence Berman, September 21; Ethel L. Bradfield, September 20; Ben Braunstein, September 11; William Brown, September 8; Jeanne M. Evans, September 2; John V. Flood, September 21; Olive George, September 11; Richard Gillespie, September 8; Mary Brent Hale, September 13; David Harbison, September 6; Sam Hartman, September 9; Lillian Jaros, September 11; Ruby Jensen, September 13; Adeline Johnson, September 22; Veronica Jordon, September 13; Philip Kerman, September 16; Earle Klow, September 11; Hattie Knepp, September 29; Antonio Mabauglo, September 28; Benjamin Marcus, September 7; Sadelle Minsky, September 23; Violet Morgan, September 20; Albert Morris, September 8; Samuel Morris, September 8; Mary B. Morton, September 2; William Mullin, September 13; Vernette Norman, September 14; Agnes O'Brien, September 3; Hattie Olszak, September 9; Katherine O'Malley, September 7; Edward O'Neill, September 8; Josephine Polk, September 11; Thomas Quan, September 13; Beth Silberman, September 27; Alexander Skrzypek, September 20; Sol Snider, September 8; Harold Stein, September 16; Gunvor Svendsen, September 7; Mildred Towers, September 16; Arthur Von Plachecki, September 21; Harold Wolf, September 8; Harriet Zackey, September 9; Raymond Zari, September 11.

Principal Assistants (Temp.): Marie T. Novak, September 11; Alvin L. Redberg, September 29; Ernest Zirkle, September 1.

Principal Assistant (Promo.): Lillian N. Fenneman, September 11.

Head Cataloger (Temp.): Lucy Brown, September 11.

Janitress (Temp.): Louise Watson, September 8.

Janitors (Temp.): Alex Fisher, September 29; Lee French, September 16; William Jefferson, September 16; Theodore Ross, September 26.

Elevator Operator (Temp.): Arthur Braude, September 23.

Separations.

Pages: Samuel Deutsch, September 5; Joseph A. Dier, September 6; Edward J. Diskor, September 17; Francis Foster, September 17; Olive George, September 10; Samuel E. Goldstine, September 18; David Harbison, September 6; Sylvester Ignowski, September 6; Thomas Jordon, September 19; Barney Joseph, September 10; Meyer Keren, September 10; Earle Klow, September 10; Thomas Kuratko, September 6; Felix Leszczynski, September 10; Jack M. Lewis, September 28; Morris Lipstein, September 25; Richard Ludden, September 10; Lewis Mann, September 25; Eddie Nowacki, September 21; Thomas O'Brien, September 10; Thomas Quan, September 12; Raymond Redlich, September 12; Henry Ryan, September 25; Rubin Schacter, September 5; Richard

Sonne, September 6; Norbert Templer, August 25; Peter Wysocki, September 19.

Junior Assistants: Verona Allman, September 10; Dorothy Archibald, September 25; Gladys Barnes, September 25; John Basile, September 25; Borghild Bjorlykke, September 7; Elizabeth Bowen, September 10; Anna Casey, September 19; Mary Courtney, September 25; Violet Davis, September 6; Julia English, September 12; Jeanne Evans, September 25; John V. Flood, September 25; Richard Gillespie, September 25; Frances Hoffmann, September 7; Eleanor Kowalski, September 6; Inez Larson, September 12; Frances Lenea, September 12; Alice McElwain, September 17; Mary Maher, September 10; Eleanor Marks, September 23; Sadelle Minsky, September 29; Mary B. Morton, September 16: Ellen G. Patterson, September 12; Irene Peterson, September 18; Edith Priest, September 19; Lucille Proser, September 1; Marguerite Re, September 6; Jennie Robinson, September 10; Mildred Rosendahl, September 12; Olive Roys, September 20; Myrtle Ryan, September 6; Mildred Towers, September 12; Isabelle Walker, September 12; Clara Walter, September 25; Katherine Wetzel, September 10; Martha Will, September 14; Harold Wolf, September 14; Harriet Zackey, September 25; Dorothy Zeller, September 14.

Principal Assistants: Clara Von Ende, September 17; Ernest E. Zirkle, September 5.

Janitress: Agnes Hanley, September 14.

Janitors: John T. Dorsey, September 28; Lee French, September 25; George Tuson, September 25.

Elevator Operator: Arthur Braude, September 25.

Resignations.

Pages: Nathan Dolnitzky, September 27; William Enke, September 28; Matthew Fetridge, September 13; Robert Mandel, September 23; James Ryan, September 5.

Junior Assistants: Ella Banta, September 10; Helen R. Curtis, September 10; Viola McDougall, September 19; Lena Sorg, September 1.

Library Typist: Josephine Polk, September 10.

Senior Assistants: Charles J. Macko, September 10; Mathilda S. Nodek, September 1; Alice E. Shutter, September 10.

Discharge.

Elevator Operator: Oscar G. Carlson, August 27.

Name Restored to Eligible List.

Oiler: George E. Luthringer, September 16

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$300.00
Louis Solomon, rent, Humboldt Park Branch	185.00
John Makovsky, rent, West North Ave. Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Hermon Beardsley Butler House, rent for branch (4 months)	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W 26th St. Branch	75.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current	217.19
Peoples Gas Light & Coke Co., gas	7.45
Consumers Co., coal	31.10
Chicago Telephone Co., telephone service	161.73
H. J. Troch, street sprinkling	6.50
Chicago Linen Supply Co, towel supply	89.80
Individual Towel & Cabinet Service Co., towel supply	47.45
Toll Bros., laundering towels	8.69
Sanitary Cup & Service Co., toilet supplies and fixtures	37.95
Haegele Ice Co., ice	39.70
Citizens Service Bureau, removing cinders, etc	66.96

Mandel Bros., window shades	48.50
Marshall Field & Co., blanket	8.75
Pottinger-Flynn Coal Co., coal	1,106.40
O. C. Keckley Co., graphite and blades	10.00
Excelsor Wrapper Co., excelsior	8.55
Lunkenheimer Co., globe valves	6.26
Jenkins Bros., packing	5.55
Crescent Brush Works, brooms	8.50
C. E. Case, tungsten lamps	84.00
Inland Electric Co., electrical supplies	40.92
Otis Elevator Co., repairs to elevator controller	33.00
A. P. W. Paper Co., toilet supplies	119.05
Reliable Polishing Cloth Co., cheese cloth	87.75
Armour Soap Works, soap	48.96
Bullard & Gormley Co., hardware	16.00
L. Gould & Co., mop wringers	14.70
Shavings & Sawdust Co., sawdust	14.45
Gaylord Bros., oak charging trays	43.20
Newton & Hoit Co., furniture	25.65
American Vulcanized Fibre Co., sheet fibre	9.43
Tyler & Hippach, plate glass window lights	1,541.15
H. Rosenbaum Roofing Co., repairing domes, etc	601.66
A. Hannibal, repairing and upholstering chairs	43.50
Wayman & Murphy Co., galvanized hooks and eyes for signs	30.00
Standard Oil Co., gasoline	344.02
Republic Truck Co., automobile parts	177.21
W. H. Salisbury & Co., leather belting	28.00
American Bosch Magneto Corporation, repair material	16.49
"King" Power Intensifier Co., auto accessory	7.50
Samuel Harris & Co., machinists' supplies	4.87
Triple Action Spring Co., springs	4.20
Maypole Garage, auto storage	15.11
John Wojtalewicz, auto storage	10.00
Henry Landgraf, hanging and taking down signs	33.00
H. G. Wilson, Sec'y, cash expenditures, Sept., 1920	60.81
	$6,881.76

He, also, presented the following list of bills, payments on contracts in connection with the Legler Branch building, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

Snead & Co., final payment on bookstacks	$5,343.00
John J. Keenan & Co., partial payment furniture contract	2,500.00
Victor S. Pearlman Co., partial payment lighting fixtures	1,200.00
Perfection Shade Adjuster Co., window shades (partial payment)	500.00
	$9,543.00

SPECIAL COMMITTEES.

Director Schick, for the Special Committee to arrange for the opening of the Legler Branch, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Special Committee to arrange for the opening of the Henry E. Legler Branch begs to report their task completed, the branch having been duly opened to the public on Saturday afternoon at 4 o'clock.

A simple program of exercises was prepared, consisting of short addresses by your President, by the Librarian and by Mr. Frank S. Righeimer representing Mayor Thompson, who was unfortunately prevented by illness from being present as he had planned. The Librarian of the branch, Miss Pearl I. Field, also acknowledged her introduction with a short and graceful response, and Mr. Peter A. Mortenson, Superintendent of Schools, whose presence was noted in the audience, gave cordial expression to the appreciation of the Public Library on the part of the educational interests of the city. Music, together with an invocation and benediction, completed the program.

The audience, of considerable size, was representative of the neighborhood surrounding the new building. Many enthusiastic expressions of praise and approval were heard, and there can be no doubt that the branch will be heavily used and that its influence will be widely distributed throughout the West Side.

Your Committee incurred sundry expenses for five hundred invitations, for music and decorations, which will be submitted to the Board for approval.

The Committee, having finished its labors, now asks to be discharged.

Respectfully submitted,

ALFRED E. BARR,
C. E. SCHICK,
JAMES J. HEALY,
E. W. SPROUL,
Special Committee.

CHICAGO, Oct. 13, 1920.

Director Shutter moved that the report be received and the Committee discharged with the thanks of the Board for their work in connection with the opening of the branch.

Carried.

Director Shutter for the Special Committee on High School Branches, presented the following report and moved that the Board concur in the recommendation therein contained.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn, Sproul and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The Special Committee on High School libraries begs to report the receipt of the following correspondence between the President of this Board and the President of the Board of Education, which, it is expected, will constitute the final chapter in the negotiations relative to the maintenance of the libraries in the seven high schools.

September 23, 1920.

Hon. Edwin S. Davis,
President, Board of Education,
Chicago.

My dear Mr. Davis:—I take pleasure in acknowledging receipt of your letter of the 13th instant. I read it to our Board at its meeting, when it was referred to the Special Committee on High School Libraries. At a meeting of this Committee today the following reply was authorized:

The action of the Board in discontinuing the operation of the high school libraries was inspired by no other motive than that of ministering to the best interests of the greatest number of our constituents, and was dictated by nothing else than the imperative necessity of making a choice between two evils, namely, of closing the high school branches which serve a very limited number of young people in a very special way or of curtailing library service in our public branches where such action would affect a very much larger number of citizens. We agree with you that the high school libraries perform a most important and effective function in the work of the public schools, but we submit that the provision of all accessories to this work, such as laboratories, shops, museums and libraries, are properly classed among the equipment to be provided by the Board of Education. When the Public Library undertook, several years ago, to install and operate libraries experimentally in a designated number of high schools, it was with the understanding and expectation that, in due time and after sufficient demonstration of their value, the Board of Education would make their permanent operation and their extension to cover all the high schools an assured fact by means of very active and material co-operation and contributions toward their maintenance. We believe that their value has now been amply proven. There can be no question that every high school should have its properly organized library, in charge of a staff of trained librarians, and preferably under the jurisdiction and control of the Public Library.

It is to be regretted that Chicago is still so far from the attainment of this ideal combination. Indeed, we feel so strongly that, sooner or later, it must be

brought about that we greatly deplored our present circumstances which impelled the action now under discussion. Moreover, we feel, on the basis of the assurances contained in your letter, that if the Public Library should find a way to continue for a short time longer the maintenance of the high school libraries, your help may be relied upon to make this combination possible.

The Committee, having power to act, therefore desires me to say that the prospect presented in your letter of material aid in the future is so encouraging that it has concluded to make the following proposition, namely:

That the Board will consider reopening the seven high school libraries on or about October first, and continue to administer them for the remainder of the current calendar year on the present basis, upon the assurance and with the understanding that your Board will make suitable provisions for assuming an equitable share of the expense of maintenance for the future, beginning January first, 1921. The terms and conditions for such future joint maintenance, which should be broad enough to make possible the gradual establishment of libraries in all the high schools, may be left for determination by conference between your Board and ours. For the present it will be sufficient if we receive from you the assurance that the above proposals are acceptable by, and will be assumed as binding upon, the Board of Education.

Very truly yours,
(Signed) ALFRED E. BARR,
President, Board of Directors.

October 2, 4920.

Hon. Alfred E. Barr,
President, Board of Directors,
The Chicago Public Library,
Chicago, Ill.

My dear Mr. Barr:—Permit me to acknowledge receipt of your favor of the 23rd inst. and to express my appreciation of the action taken by your Board of Directors.

I will submit your letter to our Board at its next meeting, which will be on Wednesday, October 13th, with the recommendation that a committee be appointed, immediately, to co-operate with your Board in making provision for assuming an equitable share of the expense of maintenance of Branch Libraries in public high schools from January 1st, 1921.

Also, I shall recommend that suitable provision be made in buildings erected in the future for the establishment of Branch Libraries upon the recommendation of your Board.

Thanking you for the action taken, I remain,

Sincerely yours,
(Signed) EDWIN S. DAVIS,
President.

In the light of this cordial response to our suggestions and representations, we recommend that the seven high school libraries be re-opened as soon as practicable, and conducted for the remainder of the current calendar year on the same basis as heretofore.

Respectfully submitted,
ALFRED E. BARR,
R. G. SHUTTER,
Special Committee.

CHICAGO, Oct. 14, 1920.

REPORTS.

The Secretary stated that the Librarian, who was in attendance at the State Library Association meeting at Springfield, had not returned to the city, and presented the Librarian's statistical report for the month of September, 1920, which was received and ordered published.

On motion of Director Tollkuehn, the Board adjourned.

A. B. Wilson
Secretary.

REPORT OF LIBRARIAN FOR SEPTEMBER, 1920.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of September was 473,937; for the corresponding month of the previous year, 521,254. The circulation was from the following sources:

Central Library	65,701
Branches	281,714
Stations	26,495
Traveling Libraries	68,788
Deposits	28,510
Branch Reference	2,729
	473,937

The following is a summary of the books obtained at the Central Library:

Main Collection	23,914
Open Shelf	27,067
Hughes Room	4,708
Music Room	2,786
Information Desk	5,683
Books for the Blind	946
Documents	202
Miscellaneous	395
	65,701

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	1,989	108	2,097
Austin	12,341	241	12,582
Austin High	Closed	....	....
Bessemer Park	6,503	186	6,689
Blackstone	11,473	356	11,829
Burr School	4,123	198	4,321
Butler House	7,916	158	8,074
Cornell Square	3,143	297	3,440
Davis Square	2,190	49	2,239
Douglas Park	13,108	2,146	15,254
Dvorak Park	5,145	152	5,297
Eckhart Park	3,192	242	3,434
Englewood High	Closed	....	....

Forestville School	Closed	....	....
Fuller Park	3,612	142	3,754
Hamilton Park	6,869	204	7,073
Hamlin Park	4,666	115	4,781
Hardin Square	2,648	120	2,768
Harrison High	Closed	....	....
Hebrew Institute	5,439	303	5,742
Holstein Park	5,933	105	6 038
Humboldt Park	12,056	1,951	14,007
Independence Park	5,437	125	5,562
Kelly	14,317	249	14,566
Kosciuszko	3,702	63	3,765
Lake View High	Closed	....	....
Lewis Institute	12,928	405	13,333
Lincoln Center	8,327	244	8,571
Lindblom High	Closed	....	....
Logan Square	9,936	252	10,188
McKinley Park	3,466	52	3,518
Mark White Square	4,420	126	4,546
Marshall High	Closed	....	....
Morse School	4,323	233	4,556
Ogden Park	7,388	133	7,521
Palmer Park	3,257	66	3,323
Pulaski Park	2,536	38	2,574
Rogers Park	9,233	185	9,418
Scanlan School	Closed	....	....
Senn High	Closed	....	....
Seward Park	4,532	472	5,004
Shedd Park	5,935	204	6,139
Sheridan Park	15,956	338	16,294
Sherman Park	5,796	97	5,893
Stanford Park	1,942	186	2,128
Stanton Park	2,381	145	2,526
Sumner School	5,246	261	5,507
Walker	3,780	69	3,849
West North Ave	8,787	192	8,978
West 26th Street	6,954	60	7,014
Woodlawn	18,789	587	19,376
Total	281,714	11,855	293,569

TRAVELING LIBRARIES.

	Direct	Stations	Total
Argyle	596	..	596
Armitage	411	24	435
Assoc. House	2,609	620	3,229
Avondale	1,536	54	1,590
Birchwood	4,098	..	4,098
Campbell Park	544	..	544
Cheltenham	1,536	23	1,559
Chicago Ave	583	63	646
Chicago Lawn	2,561	..	2,561
Cicero Ave	999	50	1,049
Cleveland	1,067	123	1,190
Dauphin Park	1,227	33	1,260
Drexel	258	83	341
Dunning	1,302	..	1,302
East Rogers Park	1,175	73	1,248
East Sixty-first St.	571	89	660
Edison Park	1,091	..	1,091
Eleanor Soc. Center	759	..	759
Fernwood	943	..	943
Gads Hill Center	573	..	573
Gage Park	1,207	..	1,207
Grand Ave	779	428	1,207
Grand Crossing	870	20	890
Gresham	1,396	37	1,433
Grove	499	180	679
Hegewisch	1,079	..	1,079
Hermosa	1,258	789	2,047
Irving Park	739	24	763
Jefferson Park	2,377	..	2,377
Kelvin Grove	357	4	361
Lake View	427	..	427
Lamon Ave	242	..	242
Larrabee St	1,456	591	2,047
Lawndale	2,401	..	2,401
LeMoyne	1,851	137	1,988
Longwood	844	..	844
Madison Street	752	386	1,138
Mayfair	1,004	..	1,004
Montrose	1,052	..	1,052
North Clark St	533	245	778
Norwood Park	406	..	406
Park Manor	3,343	327	3,670
Ravenswood	2,045	183	2,228
St. Louis	523	30	553
Samaritan	1,214	..	1,214
S. Ashland Ave	1,530	622	2,152
Southport Avenue	441	38	479
S. Western Ave	596	246	842
Trumbull Park	1,133	..	1,133
Wakeford	578	63	641
Washing'n Heights	549	..	549
West Division St.	1,104	..	1,104
West Harrison St.	650	453	1,103
West Pullman	2,315	..	2,315
West Ravenswood	1,947	139	2,086
West Twelfth St.	2,050	1,386	3,436
Wieboldt	1,921	210	2,131
Windsor Park	881	..	881
Total	68,788	7,773	76,561

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	281,714	11,855	293,569
Traveling Libraries	68,788	7,773	76,561
Business House Libraries	24,270	801	25,071
Special Deposits	4,240	.....	4,240
Branch Reference	2,729	.....	2,729
Total	381,741	20,429	402,170

Of the 26,495 books supplied through the Stations Department, 11,855 were sent to 42 branches and 14.640 to 52 stations. The books supplied for the same month of the preceding year numbered 26,799 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 18,957.

REFERENCE ROOM.

Number of books issued from stacks... 22,397

Number of recorded visitors..... ... 9,257

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 2,729; reference questions, 688.

ARTS AND CRAFTS ROOM.

Books consulted, 3,577. Visitors, 895.

HUGHES ROOM.

Volumes circulated, 4,708; pictures circulated, 2,437; recorded visitors, 2,984. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 2,708; directories consulted, 3,275; bound documents used, 2,071; books, 1,099; pamphlets, 19,350; visitors, 7,017.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 4,380; bound newspapers, 514. Visitors, 1,409,

STUDY ROOM.

Books consulted, 1,275. Visitors, 2,651.

READING ROOM.

Periodicals issued at the counter at Central Library, 9,283. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 56,022.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 6,684; issued in September of the previous year, 6,614.

Number of juvenile cards issued, 1,814; research cards, 8; teachers' cards, 172. The number of three-year cards outstanding is 219,267.

BINDERY DEPARTMENT.

Number of books at binderies September 1, 1920	6,353
Number of books sent to binderies in September, 1920	8,043
Total number of books at binderies in September, 1920	14,396
Number of books received from binderies in September, 1920	5,795
Number of books at binderies October 1, 1920	8,601
Number of books repaired in Library in September, 1920	3,788

GROWTH OF THE LIBRARY.

The total number of volumes in the Library September 30, 1920, was 1,085,789. Received since January 1, 1920, 107,131; since September 1, 1920, 10,381. Books worn out and discarded since January 1, 1920, 34,080: since September 1, 1920, 3,042. Books lost and paid for since January 1, 1920, 4,691; since September 1, 1920, 426. Books found and money refunded since January 1, 1920, 429; since September 1, 1920, 51.

CARL B. RODEN,
Librarian.

CHICAGO, October 11, 1920.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 25, 1920.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick and Tollkuehn.

Absent—Directors Beroth, Cuneo, McLaughlin and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting of October 11 and of the adjourned regular meeting held October 14, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From James F. Sullivan, Chief Clerk, Board of Election Commissioners, Chicago, requesting the use of one of the main rooms of the Hiram Kelly Branch Library for use as a polling place the coming election.

From John N. Stewart, President of the Central Improvement Association, making the same request.

The communications were referred to the Committee on Buildings and Grounds.

From the Jewish Educational Alliance, requesting the establishment of a branch library in the settlement house at 1243 North Wood street.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

In the absence of a majority of the Committee, Director Tollkuehn moved that the matters in the hands of the Committee be considered in open Board.

Carried.

Director Tollkuehn presented the following schedule of book lists recommended for purchase by the Librarian:

Main collection:	995 vols., 4 pamphlets 3 maps	$1,142.00
Thomas Hughes collection:	5 vols.,	8.00
Branch collection:	2.144 vols., 32 pamphlets	2,499.00
Legler Regional collection:	7 vols., 1 map	46.00
High School collection:	4 vols.,	8.00
Deposit collection:	662 vols.,	799.00
Picture collection:	5.386 pictures	150 00
Rental fund:	84 vols.,	110.00
Beecher fund:	416 vols.,	339.00
	4.317 vols., 36 pamphlets 4 maps 5.376 pictures	$5.101.00

Director Tollkuehn moved that the Board approve the lists and the books be ordered purchased.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Director Tollkuehn presented a list of proposals for printing a four-page leaflet for distribution during Children's Book Week, November 10th to 15th, 1920, the lists to be issued in five graded forms, ten thousand copies of each form being required.

Director Shutter moved that the publication of the lists be authorized and that the contract for printing be awarded to the lowest bidder, Max Stern's Sons Company, on their bid of $140.00; the total expense to be increased by the cost of the paper stock and five cuts for headings, which will be furnished by the Library.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

The Librarian presented a number of contract forms for use in the Deposit Department.

Referred to the Committee on Library for further report.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Senior assistant: Gertrude A. Ahern, October 15.

Window-washer: Otto Newman, October 21.

Janitor: John Meredith, October 10.

It is further recommended that leave of absence be granted as follows:

Mary T. O'Brien, junior assistant, six months from September 16.

Your Committee also submits the following recommendations with reference to various petitions for salary increases now in its hands:

That the schedule of salaries in the engineer department be fixed as follows:

Chief engineer	$3960
First assistant engineer	2760
Second assistant engineer	2340
Third assistant engineer	2100
Firemen	1980
Oilers	1980
Coal-passers	1740

The above changes in the salaries of the engineers' department, to be effective from October first, are made in order that our scale may conform to that in force in all other municipal plants. As the title "mechanical and electrical engineer" does not exist in any other plant in the municipal civil service, we have, in the interests of uniformity, included these positions under the grades of Second and Third Assistant Engineer and recommend that the four persons in our service bearing the designation "mechanical and electrical engineer" be assigned places in the above salary schedule in the following order:

Robert G. Allison, Second Assistant Engineer.

J H. Marshall, Second Assistant Engineer.

Peter J. Thurston, Third Assistant Engineer.

D. E. Halberstadt, Third Assistant Engineer.

We trust that the Civil Service Commission will be able to confirm this redistribution, since it will serve to eliminate an awkward inconsistency in the mechanical engineering grade. If the Commission should find that this cannot be done, it may become necessary for this Board formally to abolish the title of "mechanical and electrical engineer" and make new requisitions for an equivalent number of second and third assistant operating engineers.

Respectfully submitted,

R G SHUTTER,
JAMES J. HEALY,
C. E SCHICK,
Committee on Administration.

CHICAGO, Oct. 25, 1920.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following proposals for a new roof over the areaway in the court of the main library building:

Knisely Bros.	$794 00
Harry C. Knisely Co	704 00
Perkinson & Brown	471.00

Director Schick recommended, on behalf of the Committee, that the contract be awarded to Perkinson & Brown, the lowest bidders.

The recommendation was concurred in as follows:

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Director Schick reported back the communications referred to the Committee in reference to the use of a room in the Hiram Kelly Branch Library as a polling place and recommended, on behalf of the Committee, that the request be denied.

The recommendation was concurred in.

REPORTS.

The Secretary presented the report of the United States Audit Company on their audit of the books and accounts for the three months ended September 30, 1920, which was received and ordered published.

The following is the report:

October 22. 1920.

To the President and Board of Directors,
The Chicago Public Library,
Chicago.

Gentlemen:—In accordance with your instructions, we have audited the books and accounts of the Chicago Public Li-

brary for the three months ended September 30, 1920.

We compared the Vouchers with the entries in the Cash Book and Voucher Record, and verified the Receipts from the Fines, Books Lost, Deposits, etc., by a comparison with the Branch Library Daily Receipt books and stubs of the Deposit Receipt books.

We proved the footings of all books of original entry and traced the postings therefrom to the General Ledger.

We verified the Cash Account by checking the Bank accounts and counting the Cash in the office.

We inspected and checked the Securities representing the various Investments in the presence of your Secretary, Mr. Wilson and of your Directors, Messrs. Shutter and Schick.

We compared the Receipts, as shown by the City Treasurer, with the amounts as shown on the books of the Library, and found same to be in agreement.

We submit herewith various statements, as indexed, which contain full details of the transactions of the period under audit, and which are correct and in accordance with the books.

Very truly yours,

UNITED STATES AUDIT CO.

WHITNEY B. FLERSHEM,

Certified Public Accountant.

CHICAGO PUBLIC LIBRARY—FUNDING BALANCE SHEET, SEPTEMBER 30, 1920.

Fund Assets.			
Public Library Fund:			
Balance in hands of City Treasurer			$ 50,374.71
Current and Trust Funds:			
Bonds		$277,578.65	
Certificate of Deposit		182 77	
Cash		7,199.36	
Petty Cash		531.35	
Due Account Accrued Interest		.....	
Bond Increment		238.58	
Total Current and Trust Funds			285,730.71
Total Assets			$336 105.42
Fund Liabilities.			
Public Library Fund		$ 50,374.71	
Petty Cash		1,000.00	
Current and Trust Funds:			
Kelly Fund	$200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Branch	455.09		
Ryder Fund	10,000.00		
Ryder Fund Income	268.59		
Beecher Fund	2,000 00		
Beecher Fund Income	157.30		
Jackson Fund	1,000.00		
Jackson Fund Income	194.95		

Security Deposits	1,726.60		
Bond Increments	238.58		
Special Deposits	100.00		
Rental Collections	3,589.60		
Total Current and Trust Funds		284,730.71	
Total Fund Liabilities			$336,105.42

LIBRARY FUND—CASH RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED SEPTEMBER 30, 1920.

Receipts.			
Taxes		$276,112.56	
Interest on Balance with City Treasurer		4,401.79	
Miscellaneous Receipts		11,635.15	
			$292,149.50
Add: Balance June 30, 1920			24,650.26
			$316,799.76
Disbursements.			
Salaries: Main Library	$88,013.13		
Branches	54,728.40		
Delivery Stations	2,536.99		
		145,278.52	
Delivery Stations: Miscellaneous		1,908.58	
Branches: Miscellaneous		5,300.35	
Books		31,682.88	
Binding		14,941.33	
Finding Lists		507.30	
Printing and Stationery		3,269 70	
Periodicals		9,783.96	
Miscellaneous Expenses		1,473.03	
Fuel		5,115.97	
Heating and Generating Plant		494.18	
Electric Supplies and Repairs		165.73	
Janitors' Expense		395.16	
Furniture and Fixtures		323.53	
Insurance		234.51	
Freight and Expressage		58.91	
Postage		776.82	
Books Lost and Paid for—Refunds		169.51	
Repairs, Alterations and Improvements		4,213.18	
Branch Buildings		39,993.50	
Elevator Supplies and Repairs		338.40	
Interest		.....	
Total Disbursements			266,425.05
Balance on hand September 30, 1920			$ 50,374.71

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended September 30, 1920.

Receipts.	Total	September	August	July.
Kelly Branch	$ 2,954.68	$ 147.08	$ 3.77	$ 2,803.83
Ryder Fund Income	115.54	43.57	10.00	61.97
Jackson Fund Income	3.03	.....	.....	3.03
Rental Collections	787.36	241.25	277.05	269.06
Secretary's Petty Cash	1,523.83	408.67	525.75	589.41
Miscellaneous	1,001.22	425.90	248.26	327.06
Finding Lists	99.85	33.98	36.20	29.67
Books Lost and Paid for	1,562.10	441.00	374.80	746.30
Deposits	1,281.30	397.10	475.95	408.25
Accrued Interest	7.20	.....	.....	7.20
Fines	8,751.98	2,963.38	2,706.19	3,082.41
Duplicates	220.00	220.00	.....	.....
Beecher Fund Income	46.12	44.63	.....	1.49
Total Receipts	$18,354.21	$ 5,366.56	$ 4,657.97	$ 8,329.68
Add: Cash Balance June 30, 1920	6,341.24	7,528.76	8,209.26	6,341.24
	$24,695.45	$12,895.32	$12,867.23	$14,670.92
Disbursements.				
Treasurer	$11,635.15	$4,084.26	$3,365.45	$4,185.44
Kelly Branch	2,728.09	573.54	1,058.00	1,096.55
Books	152.03	63.25	29.83	58.95
Binding	6.00	6.00	.....	.....
Branches	79.17	27.98	14.28	36.91
Books Lost and Paid for—Refunds	169.51	92.03	23.55	53.93
Deposits	1,211.00	488.60	384.15	338.25
Delivery Stations—Miscel.	39.51	5.60	13.73	20.18
Freight and Expressage	58.91	14.04	39.50	5.37
Heating and Generating Plant	14.76	2.40	2.87	9.49
Miscellaneous Expense	104.31	22.83	33.17	48.31
Periodicals	46.12	14.25	19.00	12.87
Postage	776.82	276.22	225.30	275.30
Printing and Stationery	10.94	4.75	4.85	1.34
Rental Collections	374.16	12.58	80.01	281.57
Electric Supplies and Repairs	4.59	2.00	2.59	.....
Ryder Fund Income	60.10	.....	26.00	34.10
Jackson Fund Income	21.82	5.63	16.09	.....
Janitors' Expense	3.10	.....	.....	3.10
Total Disbursements	$17,496.09	$5,695.96	$5,338.47	$ 6,461.66
Balance September 30, 1920	$ 7,199.36	$7,199.36	$7,528.76	$ 8,209.26

Current and Trust Funds.

Summary of Balances for the Three Months Ended September 30, 1920.

	July	August	September
Kelly Fund	$200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Branch	1,935.78	881.55	445.09
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	241.02	225.02	268.59
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	112.67	112.67	157.30
Jackson Fund	1,000 00	1,000.00	1,000.00
Jackson Fund Income	216.77	200.58	194 95
Security Deposits	1,726.30	1,818 10	1,726.60
Special Deposits	100 00	100.00	100.00
Rental Collections	3,163.89	3,360 93	3,589.60
Incidental Fund (Petty Cash)	1,000.00	1,000 00	1,000 00
	$286,496.43	$285,698.85	$285,492.13
Less: Amount due from City Comptroller for Secretary's Petty Cash Fund	525.75	408.67	531.35
	$285,970 68	$285,290.18	$284,960.78
Made up as follows:			
Bonds—Book Value	$277,578 65	$277,578.65	$277,578.65
Certificate of Deposit	182.77	182 77	182.77
Cash	8,209.26	7,528 76	7,199.36
	$285,970.68	$285,290.18	$284,960.78

Reconciliation of Trust Funds September 30, 1920.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000.00	
Hiram Kelly Increment	65,000.00	
		$278,000.00
Investments:		
Municipal, Liberty Loan and Sundry Bonds Par Value $279,150.00	$277,578.65	
Certificate of Deposit No. 11787	182.77	
Bond Increment	238.58	
		$278,000.00

RECONCILIATION OF BANK ACCOUNTS SEPTEMBER 30, 1920.

First National Bank:		
Balance per Bank Statement		$9,233.94
Deduct: Outstanding Checks		32.28
Balance per Books		9,201.66
Union Trust Company:		
Balance per Bank Statement	$ 715.19	
Deduct: Outstanding Checks	21.52	
Balance per Books		693.67
Illinois Trust and Savings Bank:		
Balance per Savings Account		620.84
Total Bank Balances		10,516.17
Add: Deposits October 1 to 22, inclusive:		
First National Bank	2,027 24	
Union Trust Company	7,368.76	
Illinois Trust and Savings Bank	45.00	9,441.00
		19,957.17
Deduct: Withdrawals October 1 to 22, inclusive:		
First National Bank	4.491.69	
Union Trust Company	1,037.02	
Illinois Trust and Savings Bank	88.50	5,617.21
Balance per Banks September 30, 1920		$14,339.96
Add: Cash per Count October 22, 1920	1,023.63	
Disbursements October 1 to 22, inclusive	2,104.31	3.127.94
		17 467.90
Deduct: Receipts October 1 to 22, inclusive		10,268.54
Balance per Books September 30, 1920		$7,199.36

NEW BUSINESS.

The President, Director Barr, presented the following resolutions:

Whereas, The Public Library Employés Pension Fund, organized under an Act of the General Assembly of the State of Illinois, providing for the formation and disbursement of a Public Library Employés Pension Fund in cities having a population exceeding 100,000 inhabitants, and

Whereas, Said Act provides that the Board of Directors of the Public Library shall create such pension fund which shall consist of amounts to be retained from the wages of such employés as voluntarily become contributors thereto, and such miscellaneous receipts as the Board of Directors of the Public Library shall determine, and

Whereas, On account of the urgent necessity for providing more funds to increase the appropriation for salaries of its employés the Board was forced to withdraw for the year 1920 the usual

support given said pension fund of transferring to it all moneys collected as fines, and

Whereas, The completion of certain extra activities will give the Board greater revenue for general purposes for the year 1921, therefore be it

Resolved, That beginning January 1, 1921, this Board does hereby set aside and turn over to said pension fund all moneys collected as fines from book-borrowers for the retention of books longer than the time prescribed by the by-laws and rules of said Board; said moneys to be paid monthly to the City Treasurer, and the Secretary of this Board is hereby authorized to pay over to the City Treasurer all moneys received as fines in accordance with the above resolutions.

Director Tollkuehn moved the adoption of the resolutions as presented.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

On motion of Director Healy, the Board adjourned.

A. R. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 8, 1920.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair. and Directors Healy, Schick, Tollkuehn and Sproul.

Absent — Directors Shutter, Beroth, Cuneo and McLaughlin.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held October 25, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Cosmo Pacente and William McDearmed in reference to their salaries.

Referred to the Committee on Administration.

From Laura Vaughan, requesting the use of a room in the Legler Branch on Monday evening of each week for use of the Camp Fire Girls.

Referred to the Committee on Buildings and Grounds.

From Andrew Hummeland, accompanied by a chancery summons duly served, in reference to the will of Charles F. Kimball, deceased.

Referred to the Committee on Administration.

The following communication from the Secretary of the Public Library Employés Pension Fund, which was received and ordered published:

To the President and Board of Directors,
The Chicago Public Library.

Gentlemen:—I beg to submit herewith report on the condition of the Public Library Employés Pension Fund for the year ended September, 30, 1920.

Respectfully,
H. G. WILSON, *Sec'y.*

Nov. 8, 1920.

To the President and Trustees,
Public Library Employes Pension Fund, Chicago.

Gentlemen:—In accordance with Ar-

ticle VII of the by-laws of this Board, I beg to submit for your consideration the appended statements showing the receipts and disbursements for the year ended September 30, 1920, and the condition of the Pension Fund at the same date.

This completes the fifteenth year of the operation of the fund, and from the date of the tenth annual report, October 1, 1915, the resources have increased from $128,015.78 to $242,179.06.

Owing to the fact that the Board of Directors of the Library on account of a shortage of funds were compelled to withdraw the financial support hererofore given to the Pension Fund, the increase in the resources of the fund for the year just closed has not kept pace with the increase of previous years.

The outlook for the coming year, however, is brighter, as the Library Board by resolution has agreed, beginning January 1, 1921, to again turn into the Pension Fund all moneys collected as fines for the retention of books.

Contributors.

There are at this date 253 employés contributing to the fund, a decrease of eight for the year. Forty-three employés, contributors to the fund, have resigned from the library service and received the refund of one-half the amount of their payments to the fund, as provided by the Pension Act. Four contributors have retired from the library service and were placed on the pension roll.

Death benefit was allowed, under the amended by-law, to the widow of Peter G. Ledeboer. Two of the pensioners, Emil Schoenbacher and James H. Biddle, died during the year.

Pensioners.

On September 30, 1920, there were twenty former employés of the library drawing pensions. The list of pensioners with monthly pensions is as follows:

C. A. Lange	$37.50
Otto Goldberger	50.00
Charles R. Barnes	49.00
Henrietta Lovi	50.00
Samuel Rogalski	41.50
Jessie Booth Perry	48.50
Elie Hudon	37.50
Martin Schnee	25.00
James C. Barbee	50.00
John Toman	46.00
Margaret Crain	44.50
John Clarke	34.00
Charles I. Moulton	50.00
Mary W. Wood	50 00
Anna Riordan	50 00
Anna J. Ford	48.50
John Christian	45.00
Anna C. Reque	50.00
Catherine Murray	44.50
Mathilde S. Nodek	45.00

Investments.

The investment of funds has not been as heavy as in previous years owing to the curtailed income of the fund. However, bonds in the amount of $12,000.00 par value have been added.

The Pension Fund.

The resources of the fund amount to $242,179.06, an increase of $11,423.73 for the year.

The detailed statement of receipts and disbursements, as required by Article VII of the by-laws, together with the list of securities held by the City Treasurer, *ex-officio* Custodian of the Pension Fund, is attached hereto.

Respectfully submitted,

H. G. WILSON, *Sec'y.*

Oct. 1, 1920.

Public Library Employes Pension Fund—Financial Statement for Year Ending September 30, 1920.

RECEIPTS.

Balance cash in Treasurer's hands September 30, 1919	$12,118.89
Cash collected as fines for retention of books and turned into pension fund (October, November and December, 1919)	9,142.32
Deductions from salaries of contributors	3,286.98
Liquidation of securities (Waukegan bond matured)	500.00
Income from investments (bond coupons)	10,727.84
Interest on cash balances, City Treasurer	266.35
Total receipts	$36,042.38

DISBURSEMENTS.

Pension rolls	$10,267.29	
Refunds to contributors withdrawing from library service	687.80	
Death benefit (Peter G. Ledeboer)	540.00	
Printing and stationery	77.50	
Premium on Treasurer's bond	187.50	
Investments:		
$4,000.00 Cumberland County, Ill., 5% bonds	4,069.76	
Accrued interest on above	83.34	
$3,000.00 Hamilton County, Ill., School Dist. No. 39 4½% building bonds	2,974.20	
Accrued interest on above	48.75	
$5,000.00 United States Second Liberty Loan Bonds	4,658.00	
Accrued interest on above	98.58	
Total disbursements		23,692.72
Balance cash in Treasurer's hands September 30, 1920		12,349.66

RESOURCES OF FUND SEPTEMBER 30, 1920.

Cash balance in hands of City Treasurer	12,349.66
Securities as per list attached (par value $234,500 00)	229,829.40
	$242,179.06

Investments.

		Par Value.	
8	Chicago City Ry. Co. 5% bonds	($8,000.00)	$ 7,840 00
7	North Shore Electric Co. 5% bonds	(7,000.00)	6,940.00
4	Commonwealth Edison Co. 5% bonds	(4,000.00)	4,100.00
6	Colorado & Southern Ry. Co. 4½% bonds	(6,000.00)	5,880.00
5	Met. W. Side Elevated Ry. Co. 4% bonds	(5,000.00)	4,143.75
5	Cicero Gas Co. 5% bonds	(5,000.00)	4,735 00
10	Public Service Co. Northern Ill. 5% bonds	(10,000.00)	9,750.00
5	Chicago Telephone Co. 5% bonds	(5,000.00)	5,050.00
5	Proviso Township Bridge 5% bonds	(2,500 00)	2,530.37
5	Mutual Fuel Co. 5% bonds	(5,000.00)	5,025 00

3	Old Portage Pk. District 5% bonds	(3,000.00)	3,120.00
3	Cook County Hospital 4% bonds	(3,000.00)	2,880.00
1	Lincoln Park 4% bond	(1,000.00)	950.00
8	Fernwood Pk. District 4½% bonds	(4,000.00)	3,864.66
3	School District No. 98 (Cook Co.) 5% bonds	(3,000.00)	3,079.20
3	East St. Louis Pk. District 4½% bonds	(3,000.00)	2,943 30
7	Marion (Ill.) Township High School 4% bonds	(7,000.00)	6,742.00
3	Western United Gas and Electric Co. 5% bonds	(3,000.00)	2,951.25
6	Western United Gas and Electric Co. 5% bonds	(3.000.00)	2,951.25
6	Northwestern Elevated Ry. Co. 5% bonds	(6,000.00)	5,580.00
8	Joliet (Ill.) refunding 4½% bonds	(4,000.00)	3,804.96
3	River Grove (Ill.) Improvement 5% bonds	(1,500.00)	1,477.50
2	Village of Kansas (Ill.) water 5% bonds	(1,000.00)	1,018.10
4	City of W. Frankfort (Ill.) water 5% bonds	(2,000.00)	2,045.40
4	New Trier Township (Cook Co.) 4½% bonds	(4,000.00)	4,000.00
8	School District No. 99 (Cook Co.) 4½% bonds	(8.000,00)	7,864.00
2	West Pullman (Chicago) Pk. District 5% bonds	(2,000.00)	2,100.40
5	Cincinnati Gas and Electric Co. 5% bonds	(5,000.00)	5,000.00
5	Kansas City Ry. Co. 5% bonds	(5,000.00)	4,800.00
11	South Side Elevated Ry. Co. 4½% bonds	(11,000.00)	9,955.00
9	Ridge Pk. District (Chicago) Improvement 5% bonds	(4,500.00)	4,753.67
5	Ridge Pk. District (Chicago) Longwood Drive 5% bonds	(2,500.00)	2,640.93
5	Des Moines Electric Co. 5% gold bonds	(5,000.00)	4,950.00
5	Central Ill. Public Service Co. 5% gold bonds	(5,000.00)	4,500.00
1	Waukegan City 5% bond	(500.00)	509.00
5	South Park Commission 4% bonds	(5,000 00)	4,714 50
2	Sanitary District 4% bonds	(2,000 00)	1,938.20
3	Hamilton Co. Ill. School Dist. No. 39 4½% bonds	(3,000.00)	2,974.20
4	Cumberland Co. Ill. 5% road bonds	(4,000.00)	4,069.76
	$ 5,000.00 United States Second Liberty Loan 4¼% bonds	(5,000.00)	4,658.00
	$25,000.00 United States Third Liberty Loan 4¼% bonds	(25,000.00)	25,000.00
	$16,000 00 United States Fourth Liberty Loan 4½% bonds	(16,000.00)	16,000.00
	$20,000.00 United States Victory Liberty Loan 4¾% notes	(20,000.00)	20,000.00
		($234,500.00)	$229,829.40

I, H. G. Wilson, Secretary of the Board of Trustees of the Public Library Employés Pension Fund, do hereby certify that the foregoing statements are true to the best of my knowledge and belief.

H. G. WILSON,
Secretary.

Signed and sworn to before me on this eighth day of November, A. D. 1920.

GEO. B. UTLEY,
Notary Public.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Schick, Tollkuehn, Sproul and the President—5

Nays—None.

B. F. Stevens & Brown, subscriptions and books, £9/19/- (est.)	$ 35.00
Marshall Field & Co., books	9,240.43
A. Kroch & Co., subscriptions and books	2,593.21
A. L. A. Publishing Board, books	90.00
Moody's Investors Service, books	40.00
Callaghan & Co., books	32.00
American School of Correspondence, books	25.20
A. C. McClurg & Co., books	23.50
Rand McNally & Co., books	18.80
Spectator Co, books	18.00
Fitch Publishing Co., books	18.00
National Publishing Co., books	12.00
H. W. Wilson Co., books	10.90
Rexford L. Holmes, book	10.50
Public Service Commission of the State of Missouri, books	10.00
MacMillan Co., books	6.15
McDonough & Co., books	5.00
Gaylord Bros., binders	1,839.06
Hebn & Hoth, binding	1 655.88
Brabandt & Valters Book Binding Co., binding	1;532.68
Geo. E. Koehler & Son, binding	1,424.09
Northwestern Bindery, binding	1,324.82
Gulbrandson & Petersen's Book Bindery, binding	823.19
Burgmeier Book Bindery, binding	52.00
Slade. Hipp & Meloy, gummed muslin	25.00
Gane Bros. & Lane, paste	11.75
Clayton F. Summy Co., hinging music	3.50
J. W. Butler Paper Co., paper	137.44
Paper Mills Co., paper	58.19
Tucker-Kenworthy Co., printing bulletins	103.25
Parker, Thomas & Tucker Paper Co., paper	267.35
Swigart Paper Co., paper	32.30
Bradner Smith & Co.., drinking cups,etc.	25.57
Gaw-O'Hara Envelope Co., envelopes	29.23
Bright Envelope Mfg. Co., envelopes	5.25
Max Stern's Sons Co.. printing	339.50
Holmes Co., engraved announcements	110.00
Cameron, Amberg & Co., printing, etc	83.70
James Watson & Co., printing	74.00
Thompson & Co, mimeographing	14.00
Geo. E. Cole & Co., stationery	128.38
Ioas Bros. Co., pencils and scratch pads	95.51
P. A. Salisbury-Schulz Co., rubber stamps, etc	54 30
C. E. Hunt & Co., fasteners	23.75
Dennison Mfg. Co., gummed labels, etc	21.43
Rolle Rubber Co., rubber bands	15.00
F. H. Kroll, glue	14.00
Horder's Stationery Stores, memo books	9.90
Tablet & Ticket Co., gummed letters	7.20
A. B. Dick Co., mimeographing supplies	6.50
Gerts, Lumbard & Co., brushes	5.25
H. G. Wilson, Sec'y, casb expenditures, Oct., 1920	458.20
J. Manz Engraving Co., electros	7.45
John Seybold, marking on backs of books	150.85
American Type Founders Co., type	25.69
	$23,183.35

He, also, presented the following list of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Schick, Tollkuehn, Sproul and the President—5.

Nays—None.

Rental Collection:

Marshall Field & Co., books $322.42

Ryder Fund:

A. Kroch & Co., books $28.80

Jackson Fund:

Perkins Institution and Massacbusetts School for the Blind, books $94.40

He, also, presented the following report of the Committee and moved that the recommendations be concurred in, with the provision that the books ordered, with the exception of the items to be paid for from the Ryder and Beecher funds be paid from the rental collection fund.

Carried.

Yeas—Directors Healy, Schick, Tollkuehn, Sproul and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following schedule of book lists, recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	622 vols., (7 pamphlets)	$ 940 00
Thomas Hughes Collection:	7 vols.,	10.00
Deposit Collection:	430 vols.,	637.00
Branch Collection:	968 vols.,	1,623,00

High School Collection:	33 vols.,	73.00
Legler Regional Collection:	49 pamphlets	6.00
Rental Fund:	119 vols.,	154.00
Ryder Fund:	1 vol.,	29.00
Beecher Fund:	3 vols.,	5.00
	2,183 vols., (56 pamphlets)	$3.477.00
Foreign Periodicals for 1920 from A. Kroch & Co.:		2,075.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $84.56, be paid from the incidental fund.

Respectfully submitted,
FRANK F. TOLLKUEHN,
E. W. SPROUL,
Committee on Library.

CHICAGO, Nov. 8, 1920.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Schick presented the bill of the United States Audit Company in the amount of $43.75 on their audit of the books and accounts of the Chicago Public Library for the three months ended September 30, 1920, and moved that the bill be ordered paid.

Carried.

He, also, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignation has been received by your Committee on Administration and its acceptance is recommended with instructions to the Librarian to fill the vacancy by requisition upon the Civil Service Commission:

Dale H. Wetmore, page, October 31.

It is further recommended that leaves of absence be granted as follows:

Daisy McHale, principal assistant, one month from October 31.

Mollie Sugarman, senior assistant, from October 25, 1920, to June 10, 1921, inclusive.

Benjamin M. Levin, messenger, one month from October 21.

Edmund Callahan, page, one month from October 19.

Respectfully submitted,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Nov. 8, 1920.

He, also, presented the list of vacancies and appointments for October, 1920, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Earl Carlton, October 26; Joseph Copello, October 26; Edwin Drwenski, October 30; A. C. Eitzen, October 22; Harry Goodgold, October 8; Meyer Handler, October 26; David Harris, October 26; Barnett Herzon, October 26; Walter Jenvey, October 19; Joseph H. Malone, October 26; Keith T. Postlethwait, October 18; Henry Ryan, October 19; Ernest Schmidt, October 12; Louis S. Shapiro, October 12; Louis H. Taxey, October 5; Howard Thompson, October 11; John Vignola, October 18.

Page (On probation): Adrian A. Robinson, October 26.

Junior Assistants (Temp.): Ramon T. Altura, October 11; Helga Andersen, October 13; Sue Ballman, October 6; Bennie Bernardi, October 20; Earl Carlton, October 11; Jeanette Courtney, October 26; Iola Cruett, October 12; Isadore Cutler, October 28; Margaret Fay, October 8; Estelle Goldberg, October 12; Esther Hannibal, October 9; Ruth Hayes, October 19; Helen Hoelck, October 28; Rubin Hymen, October 12; Jeanette Israelson, October 28; Ingeborg Jakobsen, October 13; Adolph Keller, October 5; Matilde Kelly, October 11; Marie Koraleski, October 27; Sheldon

Krim, October 4; Ines Larson, October 5; Arcadio Manzano, October 20; Hymen Marcus, October 5; George Meyers, October 4; George M. Mulroy, October 22; Frances O'Connell, October 15; Irene Peterson, October 11; John F. Phelan, Jr., October 11; Richard Poland, October 5; Edith Priest, October 4; Ruth Puffer, October 4; Baltazar G. Raz, October 2; David Rice, October 20; F. Joseph Ryan, October 13; Joseph Ryan, October 9; Eleanor M. Seitz, October 20; Elliott Small, October 16; Isabelle Walker, October 6.

Senior Branch Librarian (Temp.): Jean Gilson, October 26.

Senior Assistant (Temp.): Edward P. O'Mara, October 4.

Senior Assistant (Promo.): Florence C. Sweet, October 1.

Principal Assistants (Temp.): Cecil E. Barnett, October 11; Raphael Ulveling, October 9.

Principal Children's Librarian (Temp.): Mary S. Wilkinson, October 13.

Head Assistants (Promo.): Edith Erskine, October 26; Frances V. Rice, October 26.

Janitor (Temp.): George Baptiste, October 1.

Janitress (Temp.): Josephine Cubecheck, October 20.

Window Washers (Temp.): George Schmitt, October 4; William Schultz, October 19.

Automobile Operator (Temp.) Joseph T. Bushbaum, October 26.

Engineer-Janitor (Temp.): George M. Tilton, October 18.

Separations.

Pages: Louis M. Belovsky, October 10; David Harris, October 27; Keith T. Posthwait, October 31; Herman Reinstein, October 13; Louis Ruthstein, October 25; Walter Schalm, October 25; Louis H. Taxey, October 18.

Junior Assistants: Henry Adams, October 4; Ramon T. Altura, October 27; Florence Berman, October 16; Ben Braunstein, October 2; Dorothy Brown, October 25; Earl Carlton, October 25; Rose Herzfeld, October 31; Ruby Hymen, October 27; Lillian Jaros, October 23; Phillip Kerman, October 4; Sheldon Krim, October 15; George Meyers, October 26; Samuel Morris, October 4; William Mullin, October 4; Edward O'Neill, October 5; Richard Poland, October 18; Eleanor M. Seitz, October 25; Sol Snider, October 13; Gertrude Sullivan, October 25; Zillah Wall, October 10; Marion Warner, October 26.

Senior Branch Librarian: Mary S. Wilkinson, October 12.

Window Washers: George Schmitt, October 18; William Schultz, October 20.

Elevator Operator: Edwin Weisenborn, October 27.

Watchman: George M. Tilton, October 17.

Resignations.

Pages: Raphael Ulveling, October 3; Dale H. Wetmore, October 31.

Senior Assistants: Gertrude A. Ahern, October 15; Mary Meany, October 15.

Principal Assistant: Camille Rigali, October 10.

Head Assistant: George S. King, October 15.

Janitor: John Meredith, October 10.

Window Washer: Otto Newman, October 21.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Schick, Tollkuehn, Sproul and the President—5.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch....$300.00
Louis Solomon, rent, Humboldt Park

Branch	185.00
John Makovsky, rent, West North Ave. Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Hermon Beardsley Butler House, rent, Butler House Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Chicago Telephone Co., telephone service	177.04
H. J. Troch, street sprinkling	6.50
Chicago Linen Supply Co., clean towel supply	114.77
Commonwealth Edison Co., current	327.40
Individual Towel & Cabinet Service Co., clean towel supply	49.25
Toll Bros., laundering towels	13.93
Haegele Ice Co., ice	36.60
L. Gould & Co., twine, ladders and cans	190.74
H. Schultz & Co., music boxes	50.00
City Collector, elevator inspections	44.00
A-I Typewriter Exchange, repairing typewriting machines	28.00
International Film Service, branch photos	17.50
E. Howard Clock Co., repairs to master clock	8.00
Bullard & Gormley Co., hardware	2.90
Citizens Service Bureau, removing cinders, etc	90.36
Pottinger-Flynn Coal Co., coal	2,038.46
O. C. Keckley Co., engineering supplies	30.93
Remien & Kuhnert Co., oil and paper	18.88
Advance Packing & Supply Co., gauge glasses	6.72
General Specialty Co., cutter	6.16
International Electric Lamp Co., tungsten lamps	249.84
Inland Electric Co., electrical supplies	16.13
Gallaher & Speck, machinists supplies	193.90
Dearborn Chemical Co., oil	44.10
A. C. Kraft, tank	7.00
James S. Kirk & Co., soap	63.25
Baylis Sanitary Supply Co., cheese cloth	36.50
Central Mills Co., cheese cloth	31.35
Crescent Brush Works, mop handles	12.50
Plunkett Chemical Company, insect powder	9.00
Wayman & Murphy Co., forging angles, etc	94.25
Library Bureau, shelf label holders, book supports, etc	58.95
Newton & Hoit Co., furniture	11.50
G. B. Davidson, insurance on Republic car, etc	21.20
Paltridge Metal Equipment Co., partial payment contract for book stacks, main building	6,263.00
Johnson Service Co., repairs to pump	55.47
Wilce Flooring Co., maple flooring	40.00
H. M. Hooker Glass & Paint Co., window lights	12.10
Berger Mfg. Co., lockers	372.40
Standard Oil Co., gasoline	237.60
Valvoline Oil Co., oil	40.51
Chicago Auto Equipment Co., rubber tires, etc	69.81
Hyatt Roller Bearing Co., roller bearings	91.65
Republic Truck Co., automobile accessories	69.54
Beckley-Ralston Co., automobile accessories	16.90
King Power Intensifier Co., intensifiers	15.00
Chicago Automobile Supply House, bumper	10.50
Glenn E. Holmes, automobile accessories	7.00
Willard Storage Battery Co., repair parts	5.85
Chicago Engineer Supply Co., auto supplies	5.15
Gallagher, Mihell Mfg. Co., waste	19.43
Maypole Garage, auto storage	15.00
John Wojtalewicz, auto storage	10.00
H. G. Wilson, Sec'y, cash expenditures, Oct., 1920	286.76
	$13,186.28

REPORTS.

The Librarian presented his statistical report for the month of October, 1920, which was received and ordered published.

The Secretary stated that six Sanitary District bonds had matured in October and recommended that the funds be invested in United States Fourth Liberty Loan Bonds.

Director Healy moved that the recommendation of the Secretary be concurred in.

Carried.

Yeas—Directors Healy, Schick, Tollkuehn, Sproul and the President—5.

Nays—None.

NEW BUSINESS.

Director Sproul, Congressman-elect from the third congressional district, stated that he had presented his resignation as a director of the Public Library to the Mayor and expressed his regrets for having to sever his connection with the Board.

The President, Director Barr, on behalf of the members of the Board, congratulated Mr. Sproul on his election and assured him of their appreciation of his work as a director of the Public Library.

On motion of Director Sproul, the Board adjourned.

A. R. Wilson
Secretary.

REPORT OF LIBRARIAN FOR OCTOBER, 1920.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of October was 557,169; for the corresponding month of the previous year, 630,837. The circulation was from the following sources:

Central Library	71,495
Branches	344,805
Stations	31,318
Traveling Libraries	77,062
Deposits	29,437
Branch Reference	3,052
	557,169

The following is a summary of the books obtained at the Central Library:

Main Collection	28,082
Open Shelf	30,812
Hughes Room	5,304
Music Room	3,321
Information Desk	2,229
Books for the Blind	911
Documents	281
Miscellaneous	555
	71,495

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,322	157	2,479
Austin	13,467	328	13,795
Austin High	Closed	....	....
Bessemer Park	7,305	223	7,528

Blackstone	11,898	465	12,363
Burr School	6,545	193	6,738
Butler House	8,796	219	9,015
Cornell Square	3,388	346	3,734
Davis Square	2,376	74	2,450
Douglas Park	14,710	2,543	17,253
Dvorak Park	5,943	247	6,190
Eckhart Park	5,208	405	5,613
Englewood High	Closed	....	....
Forestville School	Closed	....	....
Fuller Park	4,230	170	4,400
Hamilton Park	9,198	301	9,499
Hamlin Park	5,649	123	5,772
Hardin Square	3,273	121	3,394
Harrison High	Closed	....	....
Hebrew Institute	5,953	325	6,278
Holstein Park	7,582	168	7,750
Humboldt Park	13,218	2 057	15,275
Independence Park	5,926	157	6,083
Kelly	18,344	385	18,729
Kosciuszko	4,261	60	4,321
Lake View High	Closed	....	....
Legler	16,462	92	16,554
Lewis Institute	14,119	659	14,778
Lincoln Center	9,166	387	9,553
Lindblom High	Closed	....	....
Logan Square	11,343	242	11,585
McKinley Park	4,146	74	4,220
Mark White Square	5,670	144	5,814
Marshall High	Closed	....	....
Morse School	6,509	279	6,788
Ogden Park	9,373	158	9,531
Palmer Park	3,682	85	3,767
Pulaski Park	2,780	78	2,858
Rogers Park	9,515	142	9,657
Scanlan School	Closed	....	....
Seward Park	5,643	537	6,180
Senn High	Closed	....	....
Shedd Park	7,036	210	7,246
Sheridan Park	17,150	386	17,536
Sherman Park	6,893	170	7,063

Stanford Park	2,641	272	2,913
Stanton Park	3,374	150	3,524
Sumner School	4,770	186	4,956
Walker	4,408	146	4,554
West North Ave	10,899	246	11,145
West 26th Street	9,481	62	9,543
Woodlawn	20,153	890	21,043
Total	344,805	14,662	359,467

TRAVELING LIBRARIES.

	Direct	Stations	Total
Armitage	475	11	486
Assoc. House	3,695	796	4,491
Avondale	1,800	51	1,851
Birchwood	4,331	..	4,331
Campbell Park	686	..	685
Cheltenham	1,767	26	1,793
Chicago Ave	593	89	682
Chicago Lawn	2,719	..	2,719
Cicero Ave	1,076	38	1,114
Cleveland	1,205	131	1,336
Dauphin Park	1,395	23	1,418
Drexel	221	52	273
Dunning	1,495	..	1,495
East Rogers Park	1,253	58	1,311
East Sixty-first St.	699	93	792
Edison Park	1,035	..	1,035
Eleanor Soc. Center	832	..	832
Fernwood	965	..	965
Gads Hill Center	1,365	..	1,365
Gage Park	1,570	..	1,570
Grand Ave	880	577	1,457
Grand Crossing	921	9	930
Gresham	1,586	31	1,617
Grove	471	220	691
Hegewisch	1,114	..	1,114
Hermosa	1,562	1,004	2,566
Irving Park	663	30	693
Jefferson Park	2,420	..	2,420
Kelvin Grove	353	10	363
Lake View	295	..	295
Lamon Ave	231	..	231
Larrabee St	1,394	742	2,136
Lawndale	2,480	..	2,480
LeMoyne	2,119	156	2,275
Longwood	709	..	709
Madison Street	700	347	1,047
Mayfair	945	..	945
Montrose	1,211	..	1,211
North Clark St	416	266	682
Norwood Park	548	..	548
Park Manor	3,690	341	4,031
Ravenswood	2,369	221	2,590
Southport Avenue	880	49	929
St. Louis	718	24	742
Samaritan	1,672	..	1,672
S. Ashland Ave	1,648	957	2,605
S. Western Ave	569	256	825
Trumbull Park	1,095	..	1,095
Wakeford	874	61	935
Washing'n Heights	646	..	646
West Division St.	1,312	..	1,312
West Harrison St.	726	554	1,280
West Pullman	2,533	..	2,533
West Ravenswood	2,187	154	2,341
West Twelfth St.	2,348	1,562	3,910
West 16th St	587	116	703
Wieboldt	2,079	241	2,320
Windsor Park	935	..	935
Totals	77,062	9,296	86,358

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	344,805	14,662	359,467
Traveling Libraries	77,062	9,296	86,358
Business House Libraries	24,438	852	25,290
Special Deposits	4,999	.....	4,999
Branch Reference	3,052	.....	3,052
Totals	454,356	24,810	479,166

Of the 31,318 books supplied through the Stations Department, 14,662 were sent to 43 branches and 16,656 to 57 stations. The books supplied for the same month of the preceding year numbered 34,631 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 21,430.

REFERENCE ROOM.

Number of books issued from stacks 28,962
Number of recorded visitors 12,433

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,052; reference questions, 968.

ARTS AND CRAFTS ROOM.

Books consulted, 4,842. Visitors, 1,144.

HUGHES ROOM.

Volumes circulated, 5,304; pictures circulated, 3,997; recorded visitors, 3,839. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 3,723; directories consulted, 3,486; bound documents used, 2,269; books, 1,215; pamphlets, 23,925; visitors, 7,582.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 5,055; bound newspapers, 728. Visitors, 1,579.

STUDY ROOM.

Books consulted, 1,131. Visitors, 3,447.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,187. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 75,381.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 11,717; issued in October of the previous year, 10,241.

Number of juvenile cards issued, 4,654; research cards, 6; teachers' cards, 264. The number of three-year cards outstanding is 222,808.

BINDERY DEPARTMENT.

Number of books at binderies October 1, 1920	8,601
Number of books sent to binderies in October, 1920	10,201
Total number of books at binderies in October, 1920	18,802
Number of books received from binderies in October, 1920	10,123
Number of books at binderies November 1, 1920	8,679
Number of books repaired in Library in October, 1920	6,127

GROWTH OF THE LIBRARY.

The total number of volumes in the Library October 31, 1920, was 1,089,126. Received since January 1, 1920, 116,709; since October 1, 1920, 9,578. Books worn out and discarded since January 1, 1920, 39,940; since October 1, 1920, 5,860. Books lost and paid for since January 1, 1920, 5,072; since October 1, 1920, 381. Books found and money refunded since January 1, 1920, 499; since October 1, 1920, 70.

CARL B. RODEN,
Librarian.

CHICAGO, Nov. 8, 1920.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 22, 1920.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair. and Directors Healy, Shutter, Schick, Tollkuehn and McLaughlin.

Absent—Directors Beroth, Cuneo and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held November 8, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Philip Steele, President National Union of Steam and Operating Engineers, in reference to the salaries of the engineers in the employ of the Board.

Referred to the Committee on Administration.

From John McKay, President of the Window-washers Union, in reference to the wage scale of window washers for the year 1921.

Referred to the Committee on Administration.

From C. R. Holden, President Chicago Americanization Council, requesting the Board to appoint representatives to the Council.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	574 vols., (56 pamphlets)	$ 973.00
Deposit Collection:	212 vols.,	306.00
Branch Collection:	533 vols.,	760.00
High School Collection:	33 vols.,	82.00
Rental Fund:	175 vols.,	239.00
Ryder Fund:	3 vols.,	44.00
	1,530 vols., (56 pamphlets)	$2,404.00

Applications for deposit collections have been received from the following:

Fellowship House,
831 W. 33rd Pl. (Special Deposit).
Fourth Presbyterian Church,
126 E. Chestnut St. (Special Deposit).
Gladstone Boys' Club,
1231 S. Robey St. (Special Deposit).
Willard School Community Center,
4901 St. Lawrence Ave. (Special Deposit).
St. Mary's High School,
1031 Cypress St. (Special Deposit).
Salvation Army Training College,
700 Brompton Ave. (Special Deposit).
R. R. Donnelley & Sons Co.,
Calumet Plant, Calumet Ave. and 21st St. (Business House Library).
Ukrainian Branch Library Society,
2244 Rice St. (Special Deposit).
Chicago Boys' Club No. 2,
1725 Orchard St. (Special Deposit).
Boys' Club, Fourth Presbyterian Church,
126 E. Chestnut St. (Special Deposit).

It is recommended that the above collections be installed with the usual trial provisions.

Also that the traveling library and delivery station at 3851 N. Albany avenue be transferred from the custody of Miss Julia Dietrich to that of Mrs. Julia Winter, who has purchased the business at that address, and that the application for a traveling library received from J. W. Jones, 3430 Armitage avenue, be filed because of the existence of a similar installation less than four blocks away.

We further recommend that the request from the Jewish Educational Alliance for the establishment of a branch in its building at 1243 N. Wood street be filed. This location is within reasonable distance of three existing branches, and the quarters offered are not well adapted to the conduct of a branch library.

Your Committee further reports that it has approved certain agreement blanks, submitted by the Librarian, for use in installing deposit collections, special deposits and employés libraries, and recommends that the same be adopted.

Respectfully submitted,
FRANK F. TOLLKUEHN,
R. J. MCLAUGHLIN,
Committee on Library.

CHICAGO, Nov. 22, 1920.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Pages: Leo B. Callahan, November 18: Terence J. O'Brien, November 10; Adrian A. Robinson, November 7.

It is further recommended that leaves of absence be granted as follows:

Sylvia Oakley, principal assistant, two months from December 6.

Nathan Harrison, page, three months from November 11.

Margaret Connelly, junior assistant, extension of leave from November 7 to 29.

In the matter of requests for increases in salary of William McDearmed and Cosmo Pacente, the Committee recommends that these requests be deferred until consideration of the budget for 1921.

Respectfully submitted,
R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Nov. 22, 1920.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, on behalf of the Committee, presented proposals for furnishing and installing guards on five different fan belts and pulleys in the basement of the library building, and stated that at a recent inspection of the mechanical equipment of the building, the inspector, representing the General Accident, Fire & Life Assurance Corporation, had requested that the guards be installed and moved, on behalf of the Committee, that the work be awarded to Surty Guard Company on their bid of $182.00, this being the lowest proposal received.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin and the President—6.

Nays—None.

REPORTS.

The Secretary presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In accordance with the authority given at the last regular meeting, seven United States Fourth Liberty Loan 4¼% bonds have been purchased for the Hiram Kelly Fund Account at a cost of $6,086.80 and accrued interest.

The balance of uninvested funds, amounting to $334.55, has been deposited on a certificate of deposit, with the Union Trust Co.

Respectfully submitted,
H. G. WILSON, *Sec'y.*

Nov. 22, 1920.

Director Shutter moved that the report be received and approved.

Carried.

NEW BUSINESS.

The Librarian requested that the Chicago Library Club be given permission to use one or more rooms in the main library building for its December 10, 1920, meeting.

Director Healy moved that the request be granted.

Carried.

On motion of Director Tollkuehn, the Board adjourned.

H. G. Wilson
Secretary.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 13, 1920.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Tollkuehn and McLaughlin.

Absent—Directors Beroth, Cuneo and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held November 22, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The following communication:

"The Garfield Park Woman's Club
"Dec. 11, 1920.

"*To the Trustees of*
"*The Chicago Public Library.*

"*Gentlemen:* — The Garfield Park Woman's Club after nearly twenty years of work in literature, civics and philanthropy in that neighborhood have disbanded, and, wishing to leave a permanent memorial of their work, have purchased a painting by Wallace L. DeWolf.

"The Garfield Park Woman's Club respectfully tender this picture to the Chicago Public Library for the Henry E. Legler Memorial Branch.

"The Garfield Park Woman's Club gives this painting not only as a memorial of its work, but as a token of their appreciation of so beautiful a building which houses an institution which works to strengthen the high character of our community.

"Respectfully,
"Marian Purves.

"Mrs. John Purves,
"Ex-Pres. G. P. W. C.,
"4252 Gladys Ave."

Director Healy moved that the painting be accepted and that the Secretary be directed to express the appreciation of the Board for the gift.

Carried.

From Mrs. Maud B. Nott, requesting the Board to establish a reading room on the first floor of the old water works tower, North Michigan and Chicago avenues.

Referred to the Committee on Library.

From Geo. E. Koehler & Son, requesting permission to amend the clause relating to the capacity for binding books in their contract for binding so as to make the same read "1200 volumes" instead of "800 volumes" every two weeks.

Director Healy moved that permission be granted and that the Secretary be directed to make the change.

Carried.

From sundry employés of the Board, requesting an increase in salary.

Referred to the Committee on Administration.

From Benjamin M. Levin, requesting compensation for time lost through illness.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	1418 vols., (35 pamphlets)	$ 1894.95
Branch Collection:	968 vols., (122 pamphlets)	1349.00
High School Collection:	40 vols.,	58.00
Legler Regional Collection:	162 vols., (1 pamphlet)	262.05
Thomas Hughes Collection:	31 vols.,	44.00
Deposit Collection:	1886 vols.,	2141.00
School Deposit Collection:	12,689 vols.,	11,862.00
Rental Fund:	224 vols.,	334.00
Picture Collection:	24 pictures	1.00
	17,418 vols., (158 pamphlets) (24 pictures)	$17,946.00

Periodicals for Legler Regional Branch from F. W. Faxon—Back Numbers from Jan., 1910, to June, 1920: $659.25

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $50.40, be paid from the incidental fund.

Respectfully submitted,

FRANK F. TOLLKUEHN,
R. J. MCLAUGHLIN,
Committee on Library.

CHICAGO, Dec. 13, 1920.

He, also, presented the following list of bills to be paid from trust funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin and the President—6.

Nays—None.

Rental Collection:

Marshall Field & Co., books	$180.03
R. R. Bowker Co., book lists	46.50
	$226.53

Ryder Fund Income:
G. Broes VanDort, books.....$44.15
Jackson Fund Income:
The Moon Society, books, £26/19/10 (est.) $94.00
Beecher Fund Income:
Clayton F. Summy Co., music books.....$147.80

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Pages: David E. Davidson, November 28; Harrison D. Wilson, December 10.

Senior Assistant: Alice M. Stenfelt, November 25.

It is further recommended that leaves of absence be granted as follows:

Esther Aaron, senior assistant, two months from January 3.

Florence McKenzie, janitress, three months from November 11.

Faith Mix, principal assistant, from November 26, 1920, to January 3, 1921.

Daisy McHale, principal assistant, extension of leave from November 30 to December 31.

With reference to communications regarding salaries, submitted on behalf of the operating engineers and the window washers by their respective unions, we recommend that the Board do not enter into any further consideration whatsoever of the question of salaries that might increase the payroll of the present year.

Respectfully submitted,
R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Dec. 13, 1920.

He, also, presented the following list of vacancies and appointments for the month of November, 1920, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Harry Berman, November 12; Harry H. Birkett, November 11; Paul M. Cocot, November 1; Morton Cressy, November 8; John Felsher, November 22; Gerald Fitzgerald, November 2; Maurice Gusin, November 11; William Hauk, November 30; Levi J. Johnson, November 15; Frank Koral, November 1; Frank Luczak, November 1; John W. Lynan, November 13; Douglas Martin, November 11; Louis J. Pavlicek, November 1; Herman Reinstein, November 16; Charles Riley Murray, November 29; Harold Stein, November 15; Arthur Taylor, November 16.

Junior Assistants (Temp.): Marie B. Baker, November 22; Sophie Barnard, November 1; Esther Berger, November 1; Margie Bowler, November 3; Harriet E. Brown, November 4; A. Leonardo Calderon, November 12; Mae L. Cervenka, November 11; Yvonne Chabut, November 12; Agnes Chwascinski, November 11; Mary Cusack, November 5; Marion Dee, November 18; Frances Donovan, November 29; Tomas E. Dumelod, November 9; Sarah Eisenberg, November 18; Janet Elias, November 11; Ruth Feinberg, November 11; Gertrude Finnin, November 17; Max Glass, November 17; Frances Halter, November 8; Hiram J. Hamilton, November 24; Jeannette Isrealson, November 29; Dorothy Jacobsen, November 5; Alfhild Johnson, November 26; Harry Kaufman, November 26; Elizabeth Kimmet, November 11; William Korbus, November 30; Eugene Krusinski, November 11; Joseph Kulikowski, November 8; Marion Lippman, November 11; Helen Lonek, November 8; Alice McElwain, November 1; Bessie Mann, November 1; Alice Martin, November 11; Reuben Misselman, November 22; Victor G. Olsen, November 8; Margaret O'Malley, November 16; Ruth T. O'Shea, November 2; Florence Penfold, November 11; Frances Pine, November 11; Eva L. Rice, Novem-

ber 1; Marion Roberts, November 3; Mildred Rosendahl, November 11; Jacob Rubin, November 18; Nemesio M. Salazar, November 11; Frances Schwartz, November 8; Bessie Slutsky, November 16; Helen E. Spencer, November 5; Joseph Stupek, November 8; Mildred Tokarski, November 15; Marie Tondreau, November 5; Elizabeth Vear, November 11; Harry Vennus, November 4; Hymen Wallman, November 2; Kathryn Wirtenberger, November 15; Miriam Zimmerman, November 1; Miriam Zimmerman, November 26.

Senior Assistant (On probation): Charlotte Aitchison, November 26.

Principal Assistant (Temp.): Mrs. Henriette Mohler, November 3.

Janitresses (Temp.): Francis Schultz, November 29; Katherine Zimba, November 27.

Janitors (Temp.): Arthur Besley, November 8; Harrison English, November 27; John Lewis, November 26.

Window Washers (Temp.): J. W. Latt, November 8; George Schmitt, November 17.

Watchman (Temp.): John Cramer, November 1.

Separations.

Pages: Carl Almer, October 25; Edwin Drwenski, November 15; Abraham C. Eitzen, November 12; Maurice Gusin, November 11; William Goldstein, November 21; Meyer Handler, November 12; William Hawk, November 12; Levi J. Johnson, November 16; Victor Levine, November 25; Wilbert Lindwall, November 12; Joseph H. Malone, November 17; Louis J. Pavlicek, November 14.

Junior Assistants: Sophie Barnard, November 2; Bennie Bernardi, November 12; Agnes Chwascinski, November 25; Iola Cruett, November 30; Antoinette Dubsky, November 27; Janet Elias, November 23; Max Glass, November 29; Frances Halter, November 12; Hiram J. Hamilton, November 24; Jeanette Isrealson, November 25; Eugene Krusinski, November 25; Bessie Mann, November 30; John F. Phelan, November 12; Thomas Quan, November 12; Harold Stein, November 6; Hymen Wallman, November 3; Miriam Zimmerman, November 25.

Janitress: Louise Watson, November 12.

Janitor: John Hicks, November 1.

Resignations.

Pages: Leo Callahan, November 18; David Davidson, November 28; Terence J. O'Brien, November 10; Adrian A. Robinson, November 7.

Senior Assistant: Alice M. Stenfelt, November 25.

REPORTS.

The Librarian presented his statistical report for the month of November, 1920, which was received and ordered published.

On motion of Director McLaughlin, the Board adjourned.

A. B. Wilson

Secretary.

REPORT OF LIBRARIAN FOR NOVEMBER, 1920.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of November was 696,382; for the corresponding month of the previous year, 648,214. The circulation was from the following sources:

Central Library	76,545
Branches	458,646
Stations	34,939
Traveling Libraries	91,292
Deposits	30,811
Branch Reference	4,149
	696,382

The following is a summary of the books obtained at the Central Library:

Main Collection	30,396
Open Shelf	32,400
Hughes Room	5,731
Music Room	3,750
Information Desk	2,140
Books for the Blind	1,068
Documents	392
Miscellaneous	668
	76,545

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,634	168	2,802
Austin	15,579	333	15,912
Austin High	5,021	....	5,021
Bessemer Park	8,600	273	8,873
Blackstone	12,656	411	13,067
Burr School	8,545	176	8,721
Butler House	10,710	272	10,982
Cornell Square	4,824	452	5,276
Davis Square	Closed	....	....
Douglas Park	15,591	2,772	18,363
Dvorak Park	7,046	479	7,525
Eckhart Park	6,148	579	6,727
Englewood High	3,433	....	3,433

Forestville School	Closed	....	....
Fuller Park	5,790	159	5,949
Hamilton Park	12,168	332	12,500
Hamlin Park	6,566	120	6,686
Hardin Square	4,020	173	4,193
Harrison High	9,437	....	9,437
Hebrew Institute	7,903	421	8,324
Holstein Park	10,566	153	10,719
Humboldt Park	15,514	2,565	18,079
Independence Park	7,287	207	7,494
Kelly	20,291	450	20,741
Kosciuszko	5,344	45	5,389
Lake View High	9,276	....	9,276
Legler	30,132	288	30,420
Lewis Institute	16,242	563	16,805
Lincoln Center	10,694	430	11,124
Lindblom High	3,929	....	3,929
Logan Square	14,267	340	14,607
McKinley Park	5,030	62	5,092
Mark White Square	6,996	109	7,105
Marshall High	8,261	161	8,422
Morse School	7,570	227	7,797
Ogden Park	11,877	166	12,043
Palmer Park	Closed	....	....
Pulaski Park	Closed	....	....
Rogers Park	11,108	142	11,250
Scanlan School	1,410	....	1,410
Seward Park	6,515	524	7,039
Senn High	9,373	....	9,373
Shedd Park	8,326	184	8,510
Sheridan Park	19,281	416	19,697
Sherman Park	9,121	192	9,313
Stanford Park	Closed	....	....
Stanton Park	3,834	106	3,940
Sumner School	5,646	128	5,774
Walker	4,984	116	5,100
West North Ave	14,186	306	14,492
West 26th Street	12,103	71	12,174
Woodlawn	22,812	858	23,670
Total	458,646	15,929	474,575

TRAVELING LIBRARIES.

	Direct	Stations	Total
Armitage	684	19	703
Assoc. House	4,093	1,068	5,161
Avondale	2,107	60	2,167
Birchwood	4,356	..	4,356
Campbell Park	969	..	969
Cheltenham	1,638	30	1,668
Chicago Ave	588	85	673
Chicago Lawn	2,736	..	2,736
Cicero Ave	991	47	1,038
Cleveland	2,639	129	2,768
Dauphin Park	1,342	19	1,361
Drexel	264	51	315
Dunning	1,608	..	1,608
East Rogers Park	1,233	86	1,319
East Sixty-first St.	867	104	971
Edison Park	1,209	..	1,209
Eleanor Soc. Center	1,236	..	1,236
Fernwood	956	..	956
Gads Hill Center	1,285	..	1,285
Gage Park	1,843	..	1,843
Grand Ave	1,180	666	1,846
Grand Crossing	971	21	992
Gresham	2,037	23	2,060
Grove	436	251	687
Hegewisch	1,281	..	1,281
Hermosa	1,702	980	2,682
Irving Park	713	40	753
Jefferson Park	2,499	..	2,499
Kelvin Grove	322	1	323
Lake View	355	..	355
Lamon Ave	250	..	250
Larrabee St	1,619	853	2,472
Lawndale	2,293	..	2,293
LeMoyne	2,246	179	2,425
Longwood	937	..	937
Madison Street	591	332	923
Mayfair	1,084	..	1,084
Montrose	1,498	..	1,498
North Clark St	509	240	749
Norwood Park	853	..	853
Park Manor	3,719	422	4,141
Ravenswood	2,725	233	2,958
Southport Avenue	908	56	964
St. Louis	1,160	44	1,204
Samaritan	1,810	..	1,810
S. Ashland Ave	2,012	1,453	3,465
S. Western Ave	686	319	1,005
Trumbull Park	1,617	..	1,617
Wakeford	1,188	56	1,244
Washing'n Heights	664	..	664
West Division St.	1,506	..	1,506
West Harrison St.	973	640	1,613
West Pullman	2,730	..	2,730
West Ravenswood	2,929	154	3,083
West Twelfth St.	2,638	1,946	4,584
West 16th St	4,516	651	5,167
Wieboldt	2,463	246	2,709
Windsor Park	1,028	..	1,028
Totals	91,292	11,504	102,796

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	458,646	15,929	474,575
Traveling Libraries	91,292	11,504	102,796
Business House Libraries	25,249	791	26,040
Special Deposits	5,562	.....	5,562
Branch Reference	4,149	.....	4,149
Totals	584,898	28,224	613,122

Of the 34,939 books supplied through the Stations Department, 15,929 were sent to 40 branches and 19,010 to 60 stations. The books supplied for the same month of the preceding year numbered 36,446 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 27,855.

REFERENCE ROOM.

Number of books issued from stacks..... 31,190
Number of recorded visitors..... 13,278

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 4,149; reference questions, 1,162.

ARTS AND CRAFTS ROOM.

Books consulted, 4,244. Visitors, 1,087.

HUGHES ROOM.

Volumes circulated, 5,731; pictures circulated, 3,601; recorded visitors, 3,530. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 3,100; directories consulted, 3,466; bound documents used, 1,954; books, 1,335; pamphlets, 23,445; visitors, 7,254.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 4 790; bound newspapers, 481. Visitors, 1,482.

STUDY ROOM.

Books consulted, 1,315. Visitors, 3,499.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,842. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 103,352.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 10,563; issued in November of the previous year, 9,697.

Number of juvenile cards issued, 3,981; research cards, 6; teachers' cards, 211. The number of three-year cards outstanding is 225,505.

BINDERY DEPARTMENT.

Number of books at binderies November 1, 1920	8,679
Number of books sent to binderies in November, 1920	6,883
Total number of books at binderies in November, 1920	15,562
Number of books received from binderies in November, 1920	6,966
Number of books at binderies December 1, 1920	8,596
Number of books repaired in Library in November, 1920	4,216

GROWTH OF THE LIBRARY.

The total number of volumes in the Library November 30, 1920, was 1,094,288. Received since January 1, 1920, 126,832; since November 1, 1920, 10,123. Books worn out and discarded since January 1, 1920, 44,494; since November 1, 1920, 4,554. Books lost and paid for since January 1, 1920, 5,479; since November 1, 1920, 407. Books found and money refunded since January 1, 1920, 560; since November 1, 1920, 61.

CARL B. RODEN,
Librarian.

CHICAGO, Dec. 13, 1920.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 27, 1920.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, McLaughlin and Sproul.

Absent—Directors Schick, Beroth, Tollkuehn and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held December 13, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From sundry employés of the library requesting an increase in salary.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director McLaughlin presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, McLaughlin, Sproul and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian and approved by the Committee and recommended for purchase:

Main Collection:	523 vols., (7 pamphlets)	$ 923.00
Reserve Collection:	80 vols.,	225.00
Thomas Hughes Collection:	29 vols.,	51.00
High School Collection:	1 vol.,	3.00
School Deposit Collection:	1374 vols.,	1237.00
	2007 vols., (7 pamphlets)	$2439 00

Respectfully submitted,

R. J. McLAUGHLIN,
E. W. SPROUL,
Committee on Library.

CHICAGO, Dec. 27, 1920.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Junior Assistant—Evangeline Binmore, December 25.

Senior Assistant—Ruth C. Barlow, December 25.

It is further recommended that leaves of absence be granted as follows:

Emil W. Thornell, page, from January 2 to February 27, incl.

Gladys V. Healy, junior assistant, from November 29, 1920, to February 1, 1921.

Della M. Anderson, senior assistant, for one month from December 11.

Also, that the request of Benjamin M. Levin for compensation for the time taken as a leave of absence from October 21st to November 15th be denied.

Respectfully submitted,
R. G. SHUTTER,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Dec. 27, 1920.

NEW BUSINESS.

The Secretary presented a bill in the amount of $630.72 for cash payments from the incidental fund for the month of November, 1920, and requested that a voucher be issued for this amount to reimburse the fund.

Director Shutter moved that the bill be ordered paid and that a voucher be issued as requested.

Carried.

Yeas—Directors Healy, Shutter, McLaughlin, Sproul and the President—5.

Nays—None.

The President, Director Barr, stated that as the General Assembly would convene next month it was desirable that a Special Committee of the Board be appointed to look after the Library's interests in any legislation that might be proposed which would affect the Library.

Director Shutter moved that a Special Committee of three to consist of the President, the Secretary and one member of the Board be appointed by the President and that the Committee be authorized to take such action as it may deem necessary.

Carried.

Yeas—Directors Healy, Shutter, McLaughlin, Sproul and the President—5.

Nays—None.

The President, Director Barr, appointed Director R. J. McLaughlin as the third member of the Special Committee.

On motion of Director Sproul, the Board adjourned.

A. L. Wilson

Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JANUARY 10, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Tollkuehn and Sproul.

Absent—Directors Beroth, Cuneo and McLaughlin.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held December 27, 1920, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Geo. F. Lohman, Chief Clerk Board of Election Commissioners, Chicago, requesting the use of rooms in the Hiram Kelly Branch and the Woodlawn Branch for polling places.

Director Healy moved that the request be denied.

Carried.

From H. Shapiro, notifying the Board that he had purchased the premises, 4734 North Racine avenue, in which the Sheridan Branch of the Public Library is located, that after May 1, 1921, he would need one-fourth of the frontage now occupied by the Library and that the rent for the remaining store and a half would be $450.00 per month.

Referred to the Committee on Administration.

From Mrs. Hiram W. Thomas, in reference to a plat of land in Chicago Lawn for a branch library site.

Referred to the Committee on Buildings and Grounds.

From Christian Ullrich and James Derrig, watchmen in the employ of the Board, in reference to their salaries.

Referred to the Committee on Administration.

From the chauffeurs in the employ of the Board in referenee to their salaries.

Referred to the Committee on Administration.

From Lilyan G. Morawski, chief of Registry Division, tendering her resignation as an employé of the Board.

Director Healy moved that the resignation be accepted, and that the consideration of the position vacated be referred to the Committee on Administration, and, further, that the Secretary be instructed to convey to Miss Morawski the appreciation of her long and faithful service as an employé of the Chicago Public Library.

Carried.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	740 vols., (12 pamphlets)	$ 1486.00
Thomas Hughes Collection:	358 vols.,	437.00
Branch Collection:	944 vols., (32 pamphlets)	1178.00
High School Collection:	23 vols.,	31.00
Deposit Collection:	370 vols.,	434.00
School Deposit Collection:	2260 vols.,	2034.00
Rental Fund:	91 vols.,	132.00
Ryder Fund:	1 vol.,	5.00
	4787 vols., (44 pamphlets)	$5737.00
American Printing House for the Blind: Braille Type books. 40 vols.,		$120.50
Clayton F. Summy Co., Music, 92 vols., 301 sheets,		137.49

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $146.23, be paid from the incidental fund.

Respectfully submitted,

FRANK F. TOLLKUEHN,
E. W. SPROUL,
Committee on Library.

CHICAGO, Jan. 10, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

Otto Harrassowitz, books, Marks 8821.95 (est.)	$ 130.00
Marshall Field & Co., books	14,914.22
F. W. Faxon Co., books	755.00
A. Kroch & Co., books and subscriptions	577.82
H. W. Wilson Co., books and subscriptions	446.25
C. V. Ritter, books	343.58
A. L. A. Publishing Board, books and subscriptions	302.00
National Geographic Society, books	175.50
C. S. Hammond & Co., books	67.00
A. C. McClurg & Co., books	43.00
G. E. Stechert & Co., books	30.50
Woman's City Club of Chicago, books	23.40
E. P. Dutton & Co., books	20.39
McGraw-Hill Co., books	20.00
Tofik Habib, books	19.58
R. R. Bowker Co., books	15.53
William Abbott, books	15.50
Bumsteed & Co., books	15.00
S. E. Hendricks Co., books	10.00
Wrigley Directories, Ltd., books	10.00
Manual of Statistics, books	10.00
McGraw-Hill Book Co., books	5.40
McDonough & Co., books	5.00
R. L. Polk & Co., books	4.00
Chipman Law Publishing Co., books	3.50
Public Libraries, subscription	31.20
Business Data Bureau, subscription	30.00

Geo. E. Koehler & Son, binding	2,940.32
Brabandt & Valters Book Binding Co., binding	2,189.84
Hehn & Hoth, binding	2,091.53
Northwestern Bindery, binding	1,102.79
Sigurd Gulbrandsen, binding	936.39
Burgmeier Book Bindery, binding	705.33
John Seybold, marking on backs of books	596.82
Slade, Hipp & Meloy, gummed muslin	60.00
Interstate Tablet Co., glue	19.60
American Type Founders Co., type	8.74
J. W. Butler Paper Co., paper	293.06
Tucker-Kenworthy Co., printing	221.00
J. Manz Engraving Co., half-tones	16.52
Max Stern's Sons Co., printing	511.60
James Watson & Co., printing	161.00
Cameron, Amberg & Co., cutting and tabbing paper; cards	70.60
Holmes Co., art work, zinc etching	16.50
Lithuanian News Publishing Co., dodgers	9.00
Swigart Paper Co., paper	343.23
Paper Mills Co., paper	58.19
Dwight Bros. Paper Co., paper	42.00
Bradner Smith & Co., paper	30.00
Parker, Thomas & Tucker Paper Co., paper	25.00
Mead & Wheeler Co., cards	67.50
Library Bureau, cards	35.15
P. A. Salisbury-Schulz Co., rubber stamps, pencil date holders, etc	114.75
Geo. E. Cole & Co., stationery	112.60
Ioas Bros. Co., pencils	67.50
Archer & Andre Co., ribbons	31.50
Rockwell-Barnes Co., clips	24.00
Rolle Rubber Co., rubber bands	15.00
City Collector, pay roll forms	14.45
A. B. Dick Co., mimeograph supplies	9.50
Dennison Mfg. Co., glue	8.50
W. L. McKay & Co., repairing stamp machine	3.50
Clayton F. Summy Co., books	137.49
American Printing House for the Blind, books	120.50
	$31,234.37

He, also, presented the following bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

Rental Collection:

Marshall Field & Co., books.....$2,687.81

Ryder Fund:

William Helburn, book.....$15.00

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration herewith submits as its report the accompanying schedule of estimated receipts and expenditures for the year from January 1 to December 31, 1921, together with the following comments and recommendations:

The figures in these schedules speak for themselves and show an actual deficit in estimated expenditures over receipts of $242,655. It is clearly the imperative duty of the Board to meet this deficit and to reconcile income with expenditures. The only recourse is therefore to undertake the most drastic reductions along all possible lines, and the following is submitted as a scheme of such reductions. In the schedules it will be seen that amounts for the separate items of the new budget have been fixed at sums lower in many cases than a year ago, and in some instances involving very serious cuts. After having made every practicable deduction it was found that we were still confronted with a deficit of $113,655, which amount must be subtracted from the first and largest item of our expenditures, namely, salaries.

To meet this serious deficiency it will be necessary to curtail the service of the Library in many directions; to close a number of branches, reduce hours of opening in other branches and in certain departments in the Central Library, and to resort to other economies that may develop in a thorough study of the situation to be made by the Librarian. Whatever is done must be done quickly, and the following steps are recommended to be taken as soon as possible. allowing for due notice to the public and to the school

and park boards, but in any event on or before February first next.

(1) That the maintenance and operation of the seven high school libraries be discontinued from and after February 1st.

(2) That the Librarian be directed to arrange for the closing of a number of branch libraries, beginning with the smaller installations showing least use, but including W. 26th Street Branch and Sheridan Branch; the former to be closed on February first next, and the latter on the date of expiration of the present lease, May 1, 1921. The final number to be closed cannot be fixed at this time, but will be determined by the Librarian and reported by him at the next meeting of the Board.

(3) That as many of the temporary junior assistants and pages be dispensed with as may be required to meet the situation, and that the permanent employés in the branches to be closed be reassigned in order to cover positions thus vacated in branches and departments to be continued in operation. The increase of hours of service in the branches from forty-one to forty-eight hours per week is to be taken into consideration.

(4) That the Circulation Department in the Central Library be closed at 7:00 p. m. and that the day staff be scheduled to cover the hour and a half from 5:30 to 7:00. Also, that all members of the present evening and Sunday force be dispensed with, excepting a sufficient number to operate the Reference, Reading and Civics rooms in the evening and on Sundays; hours of service in these rooms to remain as heretofore.

(5) That the Delivery Stations Department be reduced to the lowest possible figures in staff, equipment and service.

(6) That all automatic increases falling due on and after the date of this meeting, January 10, 1921, as well as all promotions and promotional examinations, pending or contemplated, be suspended until further notice.

That the Librarian be instructed and authorized to put these measures into effect at the earliest moment, and not later than February 1st, together with any other economies that may be effected after a detailed canvass of the library service, including, among others, the discontinuance of the Training Class, and that a complete report of all such measures be made to the Board at its next meeting.

Your Committee therefore recommends that the schedule of receipts and expenditures as attached hereto be adopted as the budget for 1921.

Respectfully submitted,

R. G. Shutter,
C. E. Schick,
James J. Healy,
Committee on Administration.

Chicago, Jan. 10, 1921.

Estimated Receipts and Expenditures for Year Ending December 31, 1921.

Library Fund:			
Balance cash December 31, 1920			$ 1,433.53
Taxes 1919	$70,083.45		
Less tax warrant outstanding	14,000.00	$56,083.45	
Less estimated loss and cost	52,000.00		4,083.45
Gains and taxes prior to 1919			2,000.00
Taxes 1920:			
5⅓ cents on each one hundred dollars of the equalized assessed valuation for 1920, $1,654,827,524.00		882,574.67	
Less estimated loss and cost		52,000.00	830,574.67
Gains and taxes prior to 1920			1,000.00

Fines for retention of books	40,000.00
Miscellaneous receipts	9,000.00
Interest on balances	1,000.00
	889,091.65
Less amount of fines turned into Pension Fund	40,000.00
	849,091.65

Expenditures.

		Nov. and Dec. Bills	1921	Total
A & B	Salaries, main and branch libraries.	$	$516,241.65	$516,241.65
C	Salaries deposit and delivery stations		24,000.00	24,000.00
D	Delivery stations, miscellaneous	932.00	8,000.00	8,932.00
E	Branches, miscellaneous	4,370.33	31,000.00	35,370.33
F	Books	17,263.24	75,000.00	92,263.24
G	Binding	10,653.86	40,000.00	50,653.86
H	Finding lists	527.88	3,000.00	3,527.88
I	Printing and stationery	1,799.64	12,000.00	13,799.64
J	Newspapers and periodicals	705.78	16,000.00	16,705.78
K	Miscellaneous expense	816.70	6,000.00	6,816.70
L	Fuel	6,547.04	18,000.00	24,547.04
M	Heating and generating plant	376.09	1,600.00	1,976.09
N	Electric supplies and repairs	139.57	1,500.00	1,639.57
O	Elevator supplies and repairs	24.49	1,200.00	1,224.49
P	Janitors' expense	125.38	1,500.00	1,625.38
Q	Furniture and fixtures	244.81	5,000.00	5,244.81
R	Insurance	98.68	2,500 00	2,598.68
S	Freight and expressage	.....	400.00	400.00
T	Postage	.....	3,000.00	3,000 00
U	Books lost and paid for—refunds	.....	700.00	700.00
V	Repairs, alterations and improvements	3,487.53	9 750.00	13,237.53
V–1	Branch buildings	11,886.98	11,000.00	22,886.98
W	Interest	.....	1,700.00	1,700.00
		$60,000.00	$789,091.65	$849,091.65

Trust Funds—Receipts.

Kelly Fund:		
Balance December 31, 1920	$ 3.65	
Income from investments and interest	11,000.00	$11,003.65
Ryder Fund:		
Balance December 31, 1920	204.79	
Income from investments	410 00	614.79
Beecher Fund:		
Balance December 31, 1920	9.50	
Income from investments	90.00	99.50

Jackson Fund:		
Balance December 31, 1920	24.54	
Income from investments	50.00	74.54
Total		$11,792.48

EXPENDITURES.

Kelly Fund Income:		
To apply on payment of salaries, Kelly Branch Library	11,003.65	
Ryder Fund Income:		
To apply on purchase of books (arts and crafts)	614.79	
Beecher Fund Income:		
To apply on purchase of books (music)	99.50	
Jackson Fund Income:		
To apply on purchase of books for the blind	74.54	$11,792.48

He, also, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends that leaves of absence be granted as follows:

Anna Hrdlicka, senior assistant, one month from December 9, 1920.

Daisy McHale, principal assistant, extension of leave from December 31, 1920, to February 28, 1921, incl.

Faith Mix, principal assistant, extension of leave for one month from January 3, 1921.

Respectfully submitted,
R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Jan. 10, 1921.

He, also, presented the list of vacancies and appointments for December, 1920, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Thomas Claffy, December 4; Humphrey C. Dixon, December 13; Matthew Fetridge, December 2; Edwin Flucke, December 16; Robert Lindsay, December 13; Julian Ofner, December 14; George Stiller, December 14.

Junior Assistants (Temp.): Florence Ballinger, December 15; Rowena Belke, December 3; Elizabeth Berry, December 14; Samuel A. Brody, December 28; Dorothy M. Cessford, December 15; Doris L. Dangremond, December 27; Maibelle Giroux, December 21; Mildred Glavin, December 21; Marie Golombowski, December 13; Theodore Greenwald, December 18; Clara Jackson, December 7; Alfreda Julian, December 20; Marcena Kraemer, December 13; Mrs. Helen R. Lewis, December 8; Lillian Magrady, December 7; Samuel Marks, December 22; Warren Marks, December 13; Josephine O'Brien, December 7; Harry Rosenberg, December 9; Gustave Roberts, December 22; Gertrude Ross, December 13; Ernest Sayers, December 22; Lionel Sayers, December 31; Rose Seltzer, December 2; Grace Shoemaker, December 2; Veronica Stack, December 1; Sara Stevens, December 7; Eleanor Sullivan, December 6; Alexandra Vladimirova, December 3; Horace Wagner, December 18; Ruth Wood, December 1.

Principal Assistant (Temp): F. Elmer Hallberg, December 27.

Janitor (Temp): Walter Gacek, December 15.

Separations.

Pages: Harry H. Birkett, December 6; Morton Cressy, December 1; Frank Luczak, December 1; Douglas Martin,

December 10; Joseph Nowak, December 1; Charles Pederson, December 25; Arthur Taylor, December 12; Howard Thompson, December 10; John Vignola, December 10.

Junior Assistants: William Brown, December 10; Gertrude Exten, December 1; Theodore Greenwald, December 22; Amy K. Gundtofte, December 31; Mary H. Jay, December 25; Helen R. Lewis, December 10; Antonio Mabanglo, December 17; Arcadio Manzano, December 25; Reuben Miselman, December 11; Albert Morris, December 10; Josephine O'Brien, December 25; Margaret O'Malley, December 3; Eva L. Rice, December 10; Jacob Rubin, December 25.

Principal Assistant: Marie T. Novak, December 10.

Janitors: Arthur Besley, December 25; Harrison English, December 10; John Lewis, December 10.

Resignations.

Page: Harrison Wilson, December 10.

Junior Assistant: Evangeline Binmore, December 25.

Senior Assistant: Ruth Barlow, December 25.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 300.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
John Makovsky, rent, West North Ave. Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Hermon Beardsley Butler House, rent, Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current, branches	893.32
Peoples Gas Light & Coke Co., gas	20.88
J. W. Peterson Coal Co., coal	128 22
Ridge Fuel & Supply Co., coal	107.42
Chicago Telephone Co., telephone service	211.92
W. V. Geary Teaming Co., removing cinders, street sprinkling	65.00
C. H. Olson, street sprinkling, branches	15.00
H. J. Troch, street sprinkling, branches	6.50
Chicago Linen Supply Co, towel supply	252.43
Individual Towel & Cabinet Service Co., towel supply	95.93
Toll Bros., laundry	18.26
Haegele Ice Co., ice	69.52
A. P. W. Paper Co., toilet supplies	50.00
Johnson Service Co., repairing system of temperature regulation	16.67
E. Howard Clock Co., repairing clocks	10.00
L. Gould & Co., ladder	8.00
Royal Typewriter Co., repairing typewriter machines	8.05
Citizens Service Bureau, removing cinders and street sprinkling	217.28
Pottinger-Flynn Coal Co., coal	8,072.30
J. E. Rhoads & Sons, leather belting	45.90
Samuel Harris & Co., machinists' supplies	29.10
Schaeffer & Budenberg Mfg. Co., gauge charts, etc	13.09
Crane Co., ells, tees, pipe, etc	12.56
O. C. Keckley Co., engineering supplies	7.65
Gallaher & Speck, refitting seats on rejector	5.33
Gallagher, Mihell Mfg. Co., waste, etc	38.88
United States Rubber Co., packing	7.77
Keasbey & Mattison Co., paste	6.00
International Electric Lamp Co., electric lamps	104.76
Inland Electric Co., electrical supplies	18.97
C. E. Case, electric lamps	15.84
Otis Elevator Co., installing rheostat contact bars on elevator	22.84
James S. Kirk & Co., soft soap	45.54
Armour Soap Works, soap	27.20
Remien & Kuhnert Co., paper, etc. (janitor supplies)	22.33
Bullard & Gormley Co., hardware	22.12
W. H. Salishury & Co., radiator hose, packing	21.52
Fuller, Morrisson Co., ammonia, etc	8.80
Inter Ocean Cabinet Co., oak for book trucks	231.00
G. B. Davidson, insurance	80.45
Fred A. Phillips, plate glass insurance, Woodlawn Branch	18.27
Coolidge & Hodgdon, prefessional service as architect in connection with book stacks	1,230.36
Paltridge Metal Equipment Co., final payment, book stacks	1,117.00
Frank H. Stowell Co., final payment general work, book stacks	851.55
Pierce Electric Co., final payment electrical work, book stacks	184.00
Carson, Pirie, Scott & Co., linoleum	73.20
George Green Lumber Co., compo hoard	34.00

John E. Burns Lumber Co., lumber	6.93
Geo. B. Carpenter & Co., taking down awnings, branches	16.50
Tyler & Hippach, plate glass lights	8.50
E. Baggot Co., plumbing	8.47
Standard Oil Co., gasoline	644.45
Valvoline Oil Co., oil	36.18
W. P. Collins & Co., grease	18.00
Edison Storage Battery Co., repairing cells	97.63
Republic Truck Co., auto parts	62.07
Wright Cooler & Hood Mfg. Co., repairing auto radiator	12.00
Porter Co., spark plugs	9.00
Loop Ford Agency, auto accessories	3.50
Yale & Towne Mfg. Co., padlocks, etc	7.07
Maypole Garage, auto storage	31.27
John Wojtalewicz, auto storage	20.00
	$16,979.30

He, also, presented the following list of bills, payments on contracts in connection with the Legler Branch building, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

Dahl-Stedman Co., final payment general contract	$7,774.56
Marshall Field & Co., linoleum	4,305.56
John J. Keenan & Co., final payment furniture contract	3,309.00
Andrew Hoffman, partial payment hardware	2,500.00
Victor S. Pearlman & Co., partial payment lighting fixtures	1,500.00
Perfection Shade Adjuster Co., final payment shades	150.42
Cerny Pickas & Co., pipe rail	122.00
	$19,661.54

SPECIAL COMMITTEE.

The President, Director Barr, Chairman of the Special Committee on High School Branches, stated that he had received a letter from the President of the Board of Education informing him that a Special Committee of the Board of Education had been appointed to confer with the Library Board in relation to the maintenance of the branches in the high schools.

REPORTS.

The Librarian presented his statistical report for the month of December, 1920, which was received and ordered published.

The Secretary presented a bill in the amount of $409.00 for cash payments from the Incidental Fund for the month of December, 1920, and requested that a 1920 voucher be issued for this amount.

Director Shutter moved that the bill be ordered paid and a voucher issued as requested.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, Sproul and the President—6.

Nays—None.

NEW BUSINESS.

The Secretary presented the following estimates for the appropriation and tax levy ordinance for the year 1921:

For library purposes and all expense of maintenance and operation of the Chicago Public Library and its branches:	
Salaries and wages	$ 800,000.00
Maintenance and operation of building	100,000.00
New buildings	20,000.00
Repairs and improvements on buildings	60,000.00
Books, periodicals, materials and supplies	250,000.00
Loss and cost of collection	70,000.00
	$1,300,000.00

Of this amount $10,000 00 to be reimbursed from the miscellaneous receipts of the Chicago Public Library.

After consideration of the items, Director Tollkuehn moved that the Board approve of the estimates, and the Secretary be instructed to forward a copy to the City Comptroller for transmittal to the City Council.

Carried.

On motion of Director Sproul, the Board adjourned.

H. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR DECEMBER, 1920.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of December was 648,754; for the corresponding month of the previous year, 612,606. The circulation was from the following sources:

Central Library	76,356
Branches	416,922
Stations	35,922
Traveling Libraries	87,074
Deposits	28,697
Branch Reference	3,783
	648,754

The following is a summary of the books obtained at the Central Library:

Main Collection	29,614
Open Shelf	32,896
Hughes Room	5,329
Music Room	4,136
Information Desk	2,031
Books for the Blind	1,290
Documents	338
Miscellaneous	722
	76,356

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,606	165	2,771
Austin	13,589	287	13,876
Austin High	8,309	....	8,309
Bessemer Park	7,583	303	7,886
Blackstone	11,223	399	11,622

Burr School	8,471	179	8,650
Butler House	9,188	184	9,372
Cornell Square	5,694	331	6,025
Davis Square	Closed	....	...
Douglas Park	16,468	2,765	19,233
Dvorak Park	6,642	385	7,027
Eckhart Park	5,694	364	6,058
Englewood High	3,626	....	3,626
Forestville School	Closed	....	....
Fuller Park	6,275	129	6,404
Hamilton Park	10,309	257	10,566
Hamlin Park	5,813	144	5,957
Hardin Square	4,355	126	4 481
Harrison High	4,852	...	4,852
Hebrew Institute	8,776	242	9,018
Holstein Park	9,580	191	9,771
Humboldt	15,804	3,108	18,912
Independence Park	6,780	186	6,966
Kelly	17,417	368	17,785
Kosciuszko	5,308	57	5,365
Lake View High	5,669	....	5,669
Legler	26,379	276	26,655
Lewis Institute	16,002	583	16,585
Lincoln Center	10,141	441	10,582
Lindblom High	2,951	....	2,951
Logan Square	13,951	373	14,324
McKinley Park	4,662	38	4,700
Mark White Square	6,797	139	6,936
Marshall High	5,355	309	5,664
Morse School	6,398	246	6,644
Ogden Park	10 581	138	10,719
Palmer Park	Closed	....	....
Pulaski Park	Closed	....	....
Rogers Park	10,192	141	10,333
Scanlan School	Closed	....	....
Seward Park	6,510	419	6,929
Senn High	6 772	....	6,772
Shedd Park	8,218	184	8,402
Sheridan Park	17,339	382	17,721
Sherman Park	7,658	190	7,848

Stanford Park	Closed	....	....
Stanton Park	3,356	153	3,509
Sumner School	4,304	143	4,447
Walker	4,256	111	4,367
West North Ave	13,163	295	13,458
West 26th Street	11,274	73	11,347
Woodlawn	20,632	845	21,477
Total	416,922	15,649	432,571

TRAVELING LIBRARIES.

	Direct	Stations	Total
Armitage	765	19	784
Assoc. House	4,002	1,389	5,391
Avondale	1,700	85	1,785
Birchwood	4,371	..	4,371
Campbell Park	835	..	835
Cheltenham	1,709	23	1,732
Chicago Ave	683	110	793
Chicago Lawn	2,819	..	2,819
Cicero Ave	1,004	81	1,085
Cleveland	1,945	185	2,130
Dauphin Park	1,326	26	1,352
Drexel	277	61	338
Dunning	1,676	..	1,676
East Rogers Park	1,083	57	1,140
East Sixty-first St.	836	97	933
Edison Park	1,099	..	1,099
Eleanor Soc. Center	1,338	..	1,338
Fernwood	929	..	929
Gads Hill Center	1,122	..	1,122
Gage Park	1,700	..	1,700
Grand Ave	1,149	603	1,752
Grand Crossing	945	38	983
Gresham	1,913	24	1,937
Grove	432	277	709
Hegewisch	1,153	..	1,153
Hermosa	1,578	820	2,398
Irving Park	671	49	720
Jefferson Park	2,520	..	2,520
Kelvin Grove	252	..	252
Lake View	436	..	436
Larrabee St	1,620	742	2,362
Lawndale	2,366	..	2,366
LeMoyne	2,201	164	2,365
Longwood	645	..	645
Madison Street	561	342	903
Mayfair	1,056	..	1,056
Montrose	1,410	..	1,410
North Clark St	515	176	691
Norwood Park	916	..	916
Park Manor	3,608	320	3,928
Ravenswood	2,086	223	2,309
Samaritan	1,690	..	1,690
St. Louis	1,071	51	1,122
S. Ashland Ave	2,212	1,807	4,019
S. Western Ave	655	323	978
Southport Avenue	874	83	957
Trumbull Park	1,672	..	1,672
Wakeford	1,245	73	1,318
Washing'n Heights	747	..	747
West Division St.	1,214	..	1,214
West Harrison St.	930	657	1,587
West Pullman	2,814	..	2,814
West Ravenswood	2,665	167	2,832
West Twelfth St.	2,707	2,217	4,924
West 16th St	3,874	865	4,739
Wieboldt	2,456	286	2,742
Windsor Park	996	..	996
Totals	87,074	12,440	99,514

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	416,922	15,649	432,571
Traveling Libraries	87,074	12,440	99,514
Business House Libraries	23,465	783	24,248
Special Deposits	5,232	.....	5,232
Branch Reference	3,783	.....	3,783
Totals	536,476	28,872	565,348

Of the 35,922 books supplied through the Stations Department, 15,649 were sent to 40 branches and 20,273 to 60 stations. The books supplied for the same month of the preceding year numbered 38,920 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 24,952.

REFERENCE ROOM.

Number of books issued from stacks 32,705
Number of recorded visitors 13,916

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,783; reference questions, 1,213.

ARTS AND CRAFTS ROOM.

Books consulted; 4,625. Visitors, 1,129.

HUGHES ROOM.

Volumes circulated, 5,329; pictures circulated, 2,701; recorded visitors, 3,683. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 3,976; directories consulted, 4,394; bound documents used, 2,365; books, 1,666; pamphlets, 29,085; visitors, 7,884.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 5,205; bound newspapers, 533. Visitors, 1,629.

STUDY ROOM.

Books consulted, 1,595. Visitors, 3,718.

READING ROOM.

Periodicals issued at the counter at Central Library, 11,274. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 104,082.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 7,310; issued in December of the previous year, 6,073.

Number of juvenile cards issued, 2,375; research cards, 3; teachers' cards, 113. The number of three-year cards outstanding is 226,649.

BINDERY DEPARTMENT.

Number of books at binderies December 1, 1920	8,596
Number of books sent to binderies in December, 1920	6,279
Total number of books at binderies in December, 1920	14,875
Number of books received from binderies in December, 1920	6,373
Number of books at binderies January 1, 1921	8,502
Number of books repaired in Library in December, 1920	5,105

GROWTH OF THE LIBRARY.

The total number of volumes in the Library December 31, 1920, was 1,101,588. Received since January 1, 1920, 137,850; since December 1, 1920, 10,813. Books worn out and discarded since January 1, 1920, 47,791; since December 1, 1920, 3,297. Books lost and paid for since January 1, 1920, 6,240; since December 1, 1920, 421. Books found and money refunded since January 1, 1920, 614; since December 1, 1920, 54.

CARL B. RODEN,
Librarian.

CHICAGO, Jan. 10, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JANUARY 24, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin and Sproul.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held January 10, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The President, Director Barr, stated that a Special Committee of the Board of Education, consisting of Mr. Hart Hansen, Mrs. F. E. Thornton and Superintendent of Schools, Mr. Peter A. Mortenson, was in waiting.

The Committee was invited to appear before the Board.

Mr. Hansen, Chairman of the Special Committee, stated that the Committee had been appointed to consult with the members of the Board of Directors of the Chicago Public Library with reference to the continuation of the branch libraries in the high schools. He stated that the Board of Education was not in a position financially to take over the operation of the high school libraries and offered the following proposals:

I. That the libraries in the high schools be turned over to the principal of the school and that he use the teachers in the operation of the library.

II. That the Board of Education would co-operate with the Library Board and at the present time was willing to build three separate library buildings on school property and to heat, light and maintain these buildings for use as branch libraries.

The Committee from the Board of Education then withdrew.

From A. H. Phillips, Will Cloon and

a petition signed by residents of the district known as Sheridan Park protesting against the closing of the Sheridan Branch Library.

Referred to the Committee on Administration.

The following communication from Mr. Forest Pratt which had been presented to the Committee on Administration prior to the Board meeting by a committee of the North Shore Kiwanis Club, consisting of the following: Rev. Preston Bradley, Ald. F. J. Link and Messrs. J. F. Cornelius, Forest Pratt and A. O. Coddington, who appeared before that committee requesting that the Board continue the operation of the Sheridan Branch and offering to co-operate with the Board by guaranteeing the necessary funds for a period of one year:

"CHICAGO, Jan. 20, 1921.

"*Trustees Chicago Public Library,*
"*Chicago, Ill.*

"*Gentlemen:*—Realizing the benefit which the Sheridan Park Branch of the Chicago Public Library is to this neighborhood, and understanding that we are in danger of losing same, I will personally guarantee the payment of rent for suitable quarters for the branch in this neighborhood for one year up to an amount not to exceed $3,000.00 per year.

"I trust that you will see fit to keep the present branch in operation at some central point in this district.

"Thanking you for your consideration of this matter, I am,

"Respectfully yours,
"FOREST PRATT."

The matter was referred to the Committee on Buildings and Grounds.

From the South Side Community Service, Chicago Urban League and Chicago Branch of the National Association for the Advancement of the Colored People requesting the Board to continue the operation of the branch library at Lincoln Center.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	234 vols., (10 pamphlets)	$643.00
Thomas Hughes Collection:	1 vol.,	12.00
Branch Collection:	36 vols.,	8.00
Deposit Collection:	3 vols.,	11.00
Rental Fund:	39 vols.,	66.00
	313 vols., (10 pamphlets)	$740.00

Respectfully submitted,
FRANK F. TOLLKUEHN,
R. J. MCLAUGHLIN,
E. W. SPROUL,
Committee on Library.

CHICAGO, Jan. 24, 1921.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—We submit herewith the recommendations of the Librarian for retrenchments and reduction of service as ordered by the Board at its last meeting:

MAIN LIBRARY.

Accessions Division:
Release two temporary junior assistants.... ..... $ 1560

Bindery Division:
Release two temporary junior assistants..... ... 1560

Circulation Division:
Change schedule to cover hours from 9 a. m. to 7 p. m and divide staff into two shifts of 7½ hours each, alternating weekly. Separate seven temporary juniors and assign seven persons released from branches to supply their places.. 5460

Stacks:
Dispense with all (13) part-time pages and junior assistants, substituting therefor four (4) full-time junior assistants at $780 per annum. This will reduce the payroll by $5780, less $3120, salary of four full-time assistants; or.... 2660

Civics Division:
Suspend document cataloging and release two part-time principal assistants..... 2400

Deposits and School:
Release three temporary junior assistants and two part-time pages 3300

Reference Division:
Release one temporary junior and one temporary senior from Short Loan Desk..... 2220

Registry Division:
Release two temporary junior assistants, one part-time page and abolish position of Division Chief 3900

Stations Division:
Reduce number of trucks in commission from five to three, making but one trip daily to all stations and branches. Dispense with one chauffeur, one auto caretaker, three junior assistants and one page..... 6180

Training Class:
Suspend operation of Training Class, beginning March 1, 1921, saving salaries of members (part time), estimated..... 4000

Evening and Sunday Staff:
Eliminate eight pages. Reduce Sunday and holiday hours to afternoons only, from 1 to 6 p. m., covering this service by assignment of one-half the total force on alternating Sundays or holidays .... (Estimated) 4000

Janitors Division:
Release four janitors, one elevator operator and one night watchman, Regional Branch.... 7860

Total, Main Library.....$45,100

It is further recommended that the undermentioned branches be closed, and books and other library property withdrawn therefrom as promptly as possible. In the branches to remain open, comprising all of the present branches not named below, excepting the six small installations closed last fall, it is recommended that an eight-hour schedule be adopted with hours of opening from 9 a. m. to 6 p. m., and 1 p. m. to 9 p. m. on alternate weekdays:

West Side:
W. 26th Street.
Dvorak Park.
Kosciuszko Park.

Burr School.
Morse School.
Sumner School.

South Side:
Armour Square.
Mark White Square.
Cornell Square.
Fuller Park.
McKinley Park.

North Side:
Stanton Park.
Sheridan Park.

Also: Seven high-school libraries.

A total of 13 branches, in addition to six closed last fall, and seven high-school libraries.

The closing of said branches makes possible the reduction of the pay-roll as follows:

40	Temporary junior assistants	$31 200
32	" pages	21,120
29	" part-time junior assistants	13,920
		$ 66,240
	Grand Total	$111,340

Respectfully submitted,
R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Jan. 24, 1921.

He, also, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends that leaves of absence be granted as follows:

Joseph Lindenbaum, page, from January 4 to April 1.

Della M. Anderson, senior assistant, extension of leave for one month from January 11.

Respectfully submitted,
R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Jan. 24, 1921.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills for rent of branches for the month of January, 1921, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 300.00
Louis Solomon, rent, Humboldt Branch	185.00
John Makovsky, rent, West North Ave. Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W 26th St. Branch	75.00
Hermon Beardsley Butler House, rent, Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
	$1,435.00

REPORTS.

The Secretary presented the report of the United States Audit Company on their audit of the books and accounts of the Chicago Public Library for the three months ended December 31, 1920, which was received and ordered published.

The following is the report:

January 22, 1921.

To the President and Board of Directors,
The Chicago Public Library,
Chicago.

Gentlemen:—In accordance with your instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended December 31, 1920.

We compared the vouchers with the entries in the cash book and voucher record, and verified the receipts from the fines, books lost, deposits, etc., by a comparison with the branch library daily receipt books and stubs of the deposit receipt books.

We proved the footings of all books of original entry and traced the postings therefrom to the general ledger.

We verified the cash account by checking the bank accounts and counting the cash in the office.

We inspected and checked the securities representing the various investments in the presence of your Secretary, Mr. Wilson and of your Directors Shutter and Schick.

We compared the receipts, as shown by the City Treasurer, with the amounts as shown on the books of the Library, and found same to be in agreement.

We submit herewith various statements, as indexed, which contain full details of the transactions of the period under audit, and which are correct and in accordance with the books.

Very truly yours,
UNITED STATES AUDIT CO.
WHITNEY B. FLERSHEM,
Certified Public Accountant.

FUNDING BALANCE SHEET, DECEMBER 31, 1920.

Fund Assets.			
Public Library Fund:			
Balance in hands of City Treasurer			$ 1,433.53
Current and Trust Funds:			
Bonds		$277,665.45	
Certificate of Deposit		334.55	
Cash		6,761.15	
Petty Cash		409.00	
Accrued Interest		23.51	
Total Current and Trust Funds			285,193.66
Total Assets			$286,627.19
Fund Liabilities.			
Public Library Fund		$ 1,433.53	
Petty Cash		1,000.00	
Current and Trust Funds:			
Kelly Fund	$200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Branch	27.16		
Ryder Fund	10,000.00		
Ryder Fund Income	204.79		
Beecher Fund	2,000.00		
Beecher Fund Income	9.50		

Jackson Fund	1,000.00		
Jackson Fund Income	24.54		
Security Deposits	1,913.15		
Special Deposits	100.00		
Rental Collections	3,914.52		
Total Current and Trust Funds		284,193.66	
Total Fund Liabilities			$286,627.19

LIBRARY FUND—CASH RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED DECEMBER 31, 1920.

Receipts.			
Taxes, 1919		$114,060.43	
Tax Warrant, 1919		14,000.00	
Interest on Balance with City Treasurer		701.10	
Miscellaneous Receipts		12,738.31	
			$141,499.84
Add: Balance September 30, 1920			50,374.71
Total Receipts			$191,874.55
Disbursements.			
Salaries: Main Library	$87,124.08		
Branches	60,509.88		
Delivery Stations	5,351.50		
		152,985.46	
Delivery Stations: Miscellaneous		614.51	
Branches: Miscellaneous		2,504.20	
Books		10,080.05	
Binding		7,003.76	
Finding Lists		293.81	
Printing and Stationery		1,584 12	
Periodicals		2,295.58	
Miscellaneous Expenses		938.10	
Fuel		1,472.00	
Heating and Generating Plant		131.48	
Electric Supplies and Repairs		265.97	
Elevator Supplies and Repairs		90.00	
Janitors' Expense		145.65	
Furniture and Fixtures		2,347.61	
Insurance		21.20	
Freight and Expressage		132.50	
Postage		813.05	
Books Lost and Paid for—Refunds		170.71	
Repairs, Alterations and Improvements		6,551.26	
Total Disbursements			190,441.02
Balance on hand December 31, 1920			$ 1,433.53

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended December 31, 1920.

Receipts.	Total	December	November	October
Kelly Branch	$ 2,506.68	$ 976.25	$ 152.60	$ 1,377.83
Ryder Fund Income	90.00	30 00	40.00	20.00
Jackson Fund Income	25.00	.....	.....	25.00
Bonds	6,000 00	.....	.....	6,000.00
Rental Collections	927.72	354.95	329.23	243.54
Secretary's Petty Cash	1,908.96	630.72	746.89	531.35
Miscellaneous	460.91	100.14	210.95	149.82
Finding Lists	135.66	48.43	36.86	50.37
Books Lost and Paid for	1,263.91	439.07	425.67	399.17
Deposits	1,534.95	527.90	436.95	570.10
Fines	10,837.83	3,853.91	3,760.66	3,223.26
Certificates of Deposit	182.77	.....	182.77	.....
Duplicates	40.00	40.00	.....	.....
Total Receipts	$25,914.39	$ 7,001.37	$ 6,322.58	$12,590.44
Add: Cash Balance Sept. 30, 1920	7,199.36	7,060.15	13,081.31	7,199.36
	$33,113.75	$14,061.52	$19,403.89	$19,789.80
Disbursements.				
Treasurer	$12,738.31	$4,481.55	$4,434.14	$3,822.62
Kelly Branch	2,934 61	1,366.18	.....	1,568.43
Ryder Fund Income	153.80	44.15	28.80	80.85
Jackson Fund Income	195.41	93.36	94.40	7.65
Rental Collections	602.80	226.53	322.42	53.85
Books	152.06	4.07	53.53	94.46
Freight and Expressage	132.50	63.79	63.30	5.41
Printing and Stationery	34.26	2.76	23.10	8.40
Periodicals	59 60	1.02	34.10	24 48
Postage	813.05	220.24	317.36	275.45
Heating and Generating Plant	9.48	1.98	5.00	2.50
Delivery Stations—Miscel.	9.82	1.05	3.94	4 83
Branches	95.16	27.50	38.08	29.58
Miscellaneous Expenses	309.97	31.65	28.47	249.85
Books Lost and Paid for—Refunds	170.71	54.94	63.84	51.93
Deposits	1,348.40	531.80	388.40	428.20
Certificates of Deposit	334.55	.....	334.55	.....
Bonds	6,086.80	.....	6,086.80	.....
Accrued Interest	23.51	.....	23.51	.....
Beecher Fund Income	147.80	147.80	.....	.....
Total Disbursements	$26,352.60	$7,300.37	$12,343.74	$ 6,708.49
Balance December 31, 1920	$ 6.761.15	$6,761.15	$7,060.15	$13,081.31

Current and Trust Funds.

Summary of Balances for the Three Months Ended December 31, 1920.

	October	November	December
Kelly Fund	$200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Branch	264.49	417.09	27.16
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	207.74	218.94	204.79
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	157.30	157.30	9.50
Jackson Fund	1,000 00	1,000.00	1,000.00
Jackson Fund Income	212.30	117.90	24.54
Security Deposits	1,868.50	1,917.05	1,913.15
Special Deposits	100.00	100.00	100.00
Rental Collections	3.779.29	3,786.10	3.914.52
Incidental Fund (Petty Cash)	1,000.00	1,000.00	1,000 00
	$285,589.62	$285,714.38	$285,193.66
Less: Amount due from City Comptroller for Secretary's Petty Cash Fund	746.89	630.72	409.00
	$284,842 73	$285,083.66	$284.784.66
Made up as follows:			
Bonds—Book Value	$271,578.65	$277,665.45	$277,665.45
Certificate of Deposit	182.77	334.55	334.55
Cash	13,081.31	7,060.15	6,761.15
Accrued Interest	.....	23.51	23 51
	$284,842.73	$285,083.66	$284,784.66

Reconciliation of Trust Funds December 31, 1920.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000.00	
Hiram Kelly Increment	65,000.00	
		$278,000.00
Investments:		
Municipal, Liberty Loan and Security Bonds Par Value $280,150.00	$277,665.45	
Certificate of Deposit No. 12229	334.55	
		$278,000.00

RECONCILIATION OF BANK ACCOUNTS DECEMBER 31, 1920.

First National Bank:		
Balance per Bank Statement	$10,901.06	
Deduct: Outstanding Checks	4,489.55	
Balance per Books		6,411.51
Union Trust Company:		
Balance per Bank Statement	$ 321.15	
Deduct: Outstanding Checks	317.50	
Balance per Books		3.65
Illinois Trust and Savings Bank:		
Balance per Savings Account		238.83
Total Bank Balances		6,653.99
Add: Deposits January 1 to 21, inclusive:		
First National Bank	3,700.72	
Union Trust Company	4,807.50	
Illinois Trust and Savings Bank	61.68	8,569.90
		15,223.89
Deduct: Withdrawals January 1 to 21, inclusive:		
First National Bank	148.40	
Union Trust Company	548.85	
Illinois Trust and Savings Bank	.....	697.25
Balance per Banks December 31, 1920		$14,526,.64
Add: Cash per Count January 21, 1921	733.58	
Disbursements January 1 to 21, inclusive	1,036.70	1,770.28
		16.296.92
Deduct: Receipts January 1 to 21, inclusive		9.535.77
Total Balance per Books December 31, 1920		$6,761.15

The President, Director Barr, presented an abstract of his report for the year ended December 31, 1920.

The Librarian presented an abstract of his report for the year ended December 31, 1920.

The Secretary presented the financial and statistical report for the year ended December 31, 1920.

Director Shutter moved that the reports of the President, Librarian and Secretary be received and that they be made the annual report of the Board, and the Secretary be authorized to forward a copy to the City Council.

Carried.

Director Shutter moved that the Secretary be authorized to publish an edition of one thousand copies of the annual report in pamphlet form.

Carried.

Yeas—Directors Healy, Shutter, Schick,

Tollkuehn, McLaughlin, Sproul and the President—7.

Nays—None.

NEW BUSINESS.

Director Tollkuehn moved that the proposals made verbally by the Special Committee from the Board of Education in reference to the high school libraries be referred to the Special Committee on High School Branches and the Librarian with authority to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn, McLaughlin, Sproul and the President—7.

Nays—None.

On motion of Director Sproul, the Board adjourned.

A. B. Wilson

Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 14, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick and Sproul.

Absent—Directors Beroth, Tollkuehn, Cuneo and McLaughlin.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held January 24, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From the Sumner Parent Teachers' Association protesting against the closing of the branch library in the Sumner School.

From citizens in the vicinity of the Sumner School requesting that the Board continue branch library service in the Sumner School.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

In the absence of a majority of the Committee, Director Sproul moved that the matters in the hands of the Committee be considered in open Board.

Carried.

Director Sproul presented the following list of books, recommended by the Librarian, and moved that the list be approved and the books ordered purchased.

Carried.

Yeas—Directors Healy, Shutter, Schick, Sproul and the President—5.

Nays—None.

Main Collection:	1478 vols., (15 pamph.) (2 maps)	$2055.00
Thomas Hughes Collection:	17 vols., (6 pamph.)	20.00
Branch Collection:	355 vols.,	576.00
Deposit Collection:	2667 vols.,	3243.00
Rental Fund:	124 vols.,	227.00
Ryder Fund:	6 vols.,	39.00
	4647 vols., (21 pamph.) (2 maps)	$6160.00

He, also, presented a list of miscellaneous bills, amounting to $157.18, and moved that the bills be paid from the Incidental Fund.

Carried.

Yeas—Directors Healy, Shutter, Schick, Sproul and the President—5.

Nays—None.

Director Sproul presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Sproul and the President—5.

Nays—None.

B. F. Stevens & Brown, books and subscriptions, £246/16/9 (est.)	$ 966.00
Marshall Field & Co., books	9512.18
Western Branch Farlag Yiddish, books	829.12
J. B. Aglinskas books	375.86
C. V. Ritter. books	367.80
Albert Bonnier Publishing House, books	358.82
C. S. Hammond & Co., books	200.00
A. Kroch & Co., books and subscriptions	109.95
Keystone View Co., books	29.25
H. W. Wilson Co., books	29.15
R. L. Polk & Co., books	25.00
Chicago Daily News Co., books	24.80
T. H. Flood & Co., books	18.00
Exporters Encyclopædia Corporation, books	15.00
Nelson Osgood Rhoades, books	15.00
William J. Campbell, books	12.00
Forty-fifth Street Press book	10.00
Illinois Manufacturers Assn., books	10.00
American Bee Journal, books	7.56
A. G. Spalding & Bros., books	7.50
Library Bureau, books	6.00
Commissioner of Patents, subscription	50.00
Standard Statistics Co., subscription	30.00
Poor's Publishing Co., subscription	30.00
Boston Transcript Co., subscription	22.00
Globe Newspaper Co., subscription	20.10
Brabandt & Valters Book Binding Co., binding	2003.03
Hehn & Hoth, binding	1397.42
Geo. E. Koehler & Son, binding	1260.36
Sigurd Gulbrandsen, binding	703.75
Northwestern Bindery, binding	648.15
John Seybold, marking on backs of books	133.52
Clayton F. Summy Co., hinging music	38.96
Arabol Mfg. Co., glue	24 50
Slade, Hipp & Meloy, gummed muslin	18.00
Tucker-Kenworthy Co., printing	93.75
J. W. Butler Paper Co., paper	142.82
Dwight Bros. Paper Co., paper	80.33
Parker, Thomas & Tucker Paper Co., paper	60.82
Pilcher-Hamilton Co., paper	46.00
Chicago Industrial Supply Co., paper	37.95
Bradner Smith & Co., paper	33.60
Bright Envelope Mfg. Co., envelopes	55.02
Mead & Wheeler Co., cards	30.00
Max Stern's Sons Co., printing	229.25
Cameron, Amberg & Co., making vouchers, ruling cards, etc	122.75
James Watson & Co., printing	69.25
Holmes Co., letterheads and envelopes	47.00
Geo. E. Cole & Co., stationery	81.68
P. A. Salisbury-Schulz Co., rubber stamps, dates, etc	37.30
Rolle Rubber Co., rubber bands	15.00
Tablet & Ticket Co., gummed letters	8.45
H. G. Wilson, Sec'y, cash expenditures, Jan., 1921	694.34
	$21,194.09

He, also, presented the following bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Sproul and the President—5.

Nays—None.

Rental Collection:

Marshall Field & Co., books	$127.38

Ryder Fund:

G. Broes VanDort Co., books	$150.00
Metropolitan Museum of Art, books	5.15
	$155.15

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Sproul and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended, with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service commission:

Junior Assistant: Amy B. Cowen, January 30.

Senior Assistant: Della M. Anderson, February 10.

Fireman: John Guthrie, January 25.

It is further recommended that leaves of absence be granted as follows:

Maude Thelma Smith, principal assistant, six months from February 16.

Belle B. Hyman, senior assistant, four months from February 16.

Faith Mix, principal assistant, extension of leave from February 3 to May 1.

A communication has been received from the Commissioners of Lincoln Park offering to pay the salary of librarian, at $110 per month, and one page at $40 per month at Stanton Park, in order that the library branch at said park may remain open.

We recommend that this offer be accepted and that the Librarian be authorized to make the necessary provisions to carry this arrangement into effect.

Respectfully submitted,

R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Feb. 14, 1921.

He, also, presented the list of vacancies and appointments for January 1921, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Aaron Avers, January 7; Clyde Bader, January 11; Harry Birkett, January 10; Henry Raden, January 6; Louis Roberts, January 8; Benjamin Shapiro, January 3; Frank Sullivan, January 10.

Junior Assistants (Temp.): Joseph R. Bardwell, January 14; Julia Bartlett, January 6; Joseph Bein, January 31; Ivy Crane, January 4; Charles A. Deerlake, January 19; Louis Finkel, January 18; F. Monroe Gieselman, January 26; Maurice Golb, January 31; David Halper, January 28; Lillian Kirby, January 4; Vernon LaSalle, January 5; Lael Layton, January 3; Yente Lowenstein, January 6; Howard Meissner, January 26; Raymond Opalinski, January 7; Charles Wien, January 3.

Principal Assistant (Temp.): Anis Rukas, January 20.

Janitresses (Temp.): Josie Staresina, January 26; Louise Watson, January 3.

Janitor (Temp.): William Vandersee, January 13.

Third Assistant Operating Engineer (Promo.): John H. Webb, January 10.

Separations.

Pages: Aaron Avers, January 31; Clyde Bader, January 31; Willard Becker, January 31; Adolph Bergbauer, January 31; Harry Berman, January 31; Harry Birkett, January 31; Mitchell Chmielewski, January 31; Thomas Claffy, January 7; Paul M. Cocot, January 3; Joseph Copello, January 31; Harry Darling, January 31; Humphrey Dixon, January 31; John Felsher, January 31; Matthew Fetridge, January 31; William N. Garvey, January 31; Harry Goodgold, January 31; Maurice Graham, January 31; Lincoln Grunwald, January 31; Theodore Hamburger, January 31; William Hauk, January 31; Barnett Herzon, January 28; Robert Hoffman, January 31; Walter Jenvey, January 31; Frank Koral, January 7; Joseph Levitas, January 30; Robert Lindsay, January 31; John W. Lynan, January 31; Michael McDermott, January 31; Joseph Mockus, January 31; Charles R. Murray, January 31; Walter Nickol, January 31; Frank Prochazka, January 31; Henry Raden, January 30; Henry Ryan, January 31; Henry Sabel, January 31; Louis S. Shapero, January 31; Benjamin Shapiro, January 4; Isadore Shapiro, January 28; Harold Stein, January 31; Fred Stier, January 31; George Stiller, January 31; Frank Sullivan, January 31.

Junior Assistants: Helga Anderson, January 31; Margit Arentz, January 31; Virginia Bacon, January 31; Grace Ballantine, January 31; Florence Ballinger, January 31; Joseph R. Bardwell, January 25; Julia Bartlett, January 11; Rowena M. Belke, January 17; Elizabeth Berry, January 31; Margie Bowler, January 31; Samuel Brody, January 31; Harriet E. Brown, January 31; Beatrice Carswell, January 16; Mildred Cartwright, January 31; Mae L. Cervenka, January 10; Dorothy M. Cessford, January

31; Yvonne Chabut, January 31; Jeanette Courtney, January 31; Ivy Crane, January 4; Mary Cusack, January 31; Marion Dee, January 31; Frances Donovan, January 13; Tomas E. Dumelod, January 13; Gertrude Farrell, January 31; Adeline Fatschild, January 30; Margaret Fay, January 31; Gertrude Finnin, January 31; Sylvia Fowler, January 30; Bertha Gasper, January 31; Olive George, January 7; Maibelle Giroux, January 31; Mildred Glavin, January 31; Estelle Goldberg, January 31; Marie Golombowski, January 31; Sarah L. Goodwin, January 4; David Harbison, January 19; Samuel Hartman, January 31; Ruth Hayes, January 31; Clara Herwig, January 26; Helen Hoelck, January 31; Jeanette Israelson, January 25; Clara Jackson, January 31; Alfhild Johnson, January 31; Stella Johnson, January 5; Alfreda H. Julian, January 31; Adolph Keller, January 31; Elizabeth Kimmet, January 29; Lillian Kirby, January 31; Earle Klow, January 31; Hattie Knepp, January 31; Marcena Kraemer, January 31; Marguerite Laidley, January 31; Lillian Leavitt, January 31; Helen Lonek, January 31; Yente Lowenstein, January 25; Alice McElwain, January 7; Lillian Magrady, January 31; Benjamin Marcus, January 31; Hymen Marcus, January 31; Warren Marks, January 15; Howard Meissner, January 28; Hazel Merry, January 26; Dorothea Miller, January 31; Violet Morgan, January 29; George M. Mulroy, January 31; Leona E. Murray, January 31; Mary Nickol, January 31; Gertrude Noland, January 31; Victor G. Olsen, January 29; Hattie Olszak, January 30; Raymond Opalinski, January 16; Irene Peterson, January 31; Edith Priest, January 18; Gladys Rankin, January 31; Baltazar G. Raz, January 31; David Rice, January 19; Mary Riley, January 31; Marion Roberts, January 31; Harry Rosenberg, January 2; Gertrude Ross, January 31; Willa L Russell, January 31; Joseph C. Ryan, January 31; F. Joseph Ryan, January 31; Lionel Sayers, January 3; Frances Schwartz, January 31; Grace Shoemaker, January 25; Beth Silberman, January 15; Florence Skolnik, January 31; Alexander Skrzypek, January 31; Bessie Slutsky, January 31; Elliott Small, January 31; Helen E. Spencer, January 31; Veronica Stack, January 10; Eleanor Sullivan, January 31; Gunvor Svendsen, January 31; Mildred Tokarsky, January 31; Marie Tondreau, January 31; Alexandra Vladimirova, January 30; Arthur Von Plachecki, January 19; Horace Wagner, January 19; Charles Wien, January 10; Irene Wilbert, January 31; Margaret Williams, January 31; Kathryn Wirtenberger, January 15; Ruth Wood, January 28; Miriam Zimmerman, January 31.

Senior Assistant: Edward P. O'Mara, January 28.

Senior Branch Librarian: Mrs. Jean Gilson, January 10.

Janitress: Josephine Cubecheck, January 25.

Janitress: George Baptiste, January 12; Alex Fisher, January 11; Richard Hill, January 23; William Jefferson, January 11; Elijah P. Marrs, January 11; Theodore Ross, January 11.

Principal Assistants: Cecil E. Barnett, January 31; F. Elmer Hallberg, January 31; Henrietta Mohler, January 31; Anis Rukas, January 25; Theodore Strong, December 31.

Auto Operators: Joseph F. Bushbaum, January 31; Frank A. Jones, January 31.

Watchman: John Cramer, January 31.

Third Assistant Operating Engineer: Douglas E. Halberstadt, January 12.

Resignations.

Chief of Division: Lilyan G. Morawski, January 16.

Junior Assistant: Amy Cowen, January 30.

Fireman: John Guthrie, January 25.

Director Shutter also presented the bill of the United States Audit Company for $43.75 for auditing the books and accounts of the Library for the quarter ended December 31, 1920, and moved that the bill be ordered paid.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Sproul and the President—5.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 300.00
Louis Solomon, rent, Humboldt Branch	185.00
John Makovsky, rent, West North Ave. Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Hermon Beardsley Butler House, rent, Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current	433.02
Peoples Gas Light & Coke Co., gas	20.19
Consumers Co., coal	391.74
Ridge Fuel & Supply Co., coal	85.90
J. W. Peterson Coal Co., coal	72 85
Illinois Bell Telephone Co., telephone service	414.94
Chicago Linen Supply Co., clean towel supply	128.60
Individual Towel & Cabinet Service Co., clean towel supply	47.88
Toll Bros., laundering towels	8.41
A. P. W. Paper Co., toilet supplies	52.50
L. Gould & Co., twine and brooms	33.50
Haegele Ice Co., ice	30.96
Citizens Service Bureau, removing cinders	108 20
Pottinger-Flynn Coal Co., coal	3112.67
Chest Creek Coal Co., coal	161.55
Bunge Bros. Coal Co., coal	119.25
John Mohr & Sons, work on boiler	145.60
O. C. Keckley Co., engineering supplies	42.76
John Moloney, repairing brick work on boiler	25.66
Yeomans Bros. Co., repair parts for water pump	25.50
Westinghouse Traction Brake Co., bush, valve, etc	10.86
International Electric Lamp Co., incandescent lamps	48.00
C. E. Case, electric lamps	47.64
Inland Electric Co., electrical supplies	27.19
Manhattan Electrical Supply Co., dry batteries	6.60
James S. Kirk & Co., soap	52.55
Armour Soap Works, soap powder	24.78
Bullard & Gormley Co., hardware	12.07
G. B. Davidson, insurance	146.71
Surty Guard Co., furnishing and installing belt guards on fan belts and pulleys	182.00
Standard Oil Co., gasoline	277.40
Valvoline Oil Co., oil	40.18
Wright Cooler & Hood Mfg. Co., repairing radiators	23.60
Chicago Auto Equipment Co., accessories for automobiles	7.38
Henry Landgraf, hanging delivery station signs, etc	60.00
Maypole Garage, auto storage	21.00
John Wojtalewicz, auto storage	10.00
H. G. Wilson, Sec'y, cash expenditures, Jan., 1921	79.31
	$7,973.95

SPECIAL COMMITTEE.

The Librarian, for the Special Committee on High School Branches, reported progress in negotiations with the Committee of the Board of Education for continuing service in the high school branches.

Director Sproul moved that the Special Committee on High School Branches and the Librarian be given authority to act on any proposition that may be presented by outside agencies for continuing the work in any of the branches that have been closed by the recent order of the Board.

Carried.

Yeas—Directors Healy, Shutter, Schick, Sproul and the President—5.

Nays—None.

REPORTS.

The Librarian presented his statistical report for the month of January, 1921, which was received and ordered published.

On motion of Director Sproul, the Board adjourned.

H. G. Wilson

Secretary.

REPORT OF LIBRARIAN FOR JANUARY, 1921.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of January was 703.581; for the corresponding month of the previous year, 640,019. The circulation was from the following sources:

Central Library	84,246
Branches	454,415
Stations	35,356
Traveling Libraries	94,942
Deposits	30,520
Branch Reference	4,102
	703,581

The following is a summary of the books obtained at the Central Library:

Main Collection	33,241
Open Shelf	37,556
Hughes Room	5,516
Music Room	4,176
Information Desk	1,695
Books for the Blind	1,136
Documents	337
Miscellaneous	589
	84,246

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,948	224	3,172
Austin	14.538	262	14,800
Austin High	6,963	....	6,963
Bessemer Park	8,356	254	8,610
Blackstone	12,715	367	13,082
Burr School	10,090	179	10,269
Butler House	10,168	182	10,350
Cornell Square	6,393	336	6,729
Davis Square	Closed	....	...
Douglas Park	17,846	2,452	20,298
Dvorak Park	7,821	244	8,065
Eckhart Park	7,105	234	7,339
Englewood High	4,259	....	4,259

Forestville School	Closed	....	....
Fuller Park	6,524	122	6,646
Hamilton Park	11,748	238	11,986
Hamlin Park	6,423	184	6,607
Hardin Square	4,984	102	5,086
Harrison High	4,960	...	4,960
Hebrew Institute	9,391	123	9,514
Holstein Park	10,857	147	11,004
Humboldt	16,431	2,978	19,409
Independence Park	8,163	190	8,353
Kelly	19,704	321	20,025
Kosciuszko	5,567	64	5,631
Lake View High	6,207	....	6,207
Legler	27,784	289	28,073
Lewis Institute	17,443	558	18,001
Lincoln Center	10,605	408	11,013
Lindblom High	3,186	...	3,186
Logan Square	15,414	275	15,689
McKinley Park	5,408	41	5,449
Mark White Square	7,643	115	7,758
Marshall High	4,701	350	5,051
Morse School	6,974	197	7,171
Ogden Park	11,641	151	11,792
Palmer Park	Closed	....	....
Pulaski Park	Closed	....	....
Rogers Park	11,544	136	11,680
Scanlan School	Closed	....	....
Seward Park	6,863	524	7,387
Senn High	5,268	....	5,268
Shedd Park	8,967	241	9,208
Sheridan Park	19,351	378	19,729
Sherman Park	8,615	165	8,780
Stanford Park	Closed	...	....
Stanton Park	3,747	177	3,924
Sumner School	6,070	116	6,186
Walker	4,700	71	4,771
West North Ave	14,002	356	14,358
West 26th Street	10,954	67	11,021
Woodlawn	23,374	949	24,323
Total	454,415	14,767	469,182

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	550	..	550
Armitage	738	19	757
Assoc. House	4,239	1,350	5,589
Avondale	1,902	58	1,960
Birchwood	4,146	..	4,146
Campbell Park	756	..	756
Cheltenham	1,719	32	1,751
Chicago Ave	777	98	875
Chicago Lawn	2,885	..	2,885
Cicero Ave	917	89	1,006
Clearing	1,095	..	1,095
Cleveland	2,306	174	2,480
Dauphin Park	1,383	29	1,412
Drexel	316	69	385
Dunning	1,596	..	1,596
East Rogers Park	1,216	63	1,279
East Sixty-first St.	932	98	1,030
Edison Park	1,276	..	1,276
Eleanor Soc. Center	1,420	..	1,420
Fernwood	1,160	..	1,160
Gads Hill Center	1,496	..	1,496
Gage Park	2,166	..	2,166
Grand Ave	1,383	784	2,167
Grand Crossing	870	39	909
Gresham	2,284	40	2 324
Grove	448	273	721
Hegewisch	1,110	..	1,110
Hermosa	1,416	634	2,050
Irving Park	721	22	743
Jefferson Park	2,505	..	2,505
Kelvin Grove	233	..	233
Lake View	296	..	296
Larrabee St.	1,694	707	2,401
Lawndale	2,278	..	2,278
LeMoyne	2,360	183	2,543
Longwood	979	..	979
Madison Street	562	305	867
Mayfair	1,168	..	1.168
Montrose	1,517	..	1,517
North Clark St	545	218	763
Norwood Park	1,196	..	1,196
Park Manor	4,056	294	4,350
Ravenswood	2,510	255	2,765
Roseland	1,066	..	1,066
Samaritan	1,279	..	1,279
St. Louis	1,237	45	1,282
S. Ashland Ave	2.314	2,119	4.433
S. Western Ave	795	296	1,091
Southport Avenue	811	67	878
Trumbull Park	1,543	..	1,543
Wakeford	1,423	88	1,511
Washing'n Heights	823	...	823
West Division St	1,707	..	1.707
West Harrison St.	1,123	651	1,774
West Pullman	2,561	..	2,561
West Ravenswood	2,843	170	2,013
West Twelfth St.	2,784	2,358	5,142
West 16th St	3,914	849	4,763
Wieboldt	2,668	281	2,949
Windsor Park	929	..	929
Totals	94,942	12,757	107,699

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	454,415	14,767	469,182
Traveling Libraries	94,942	12,757	107,699
Business House Libraries	23,666	711	24,377
Special Deposits	6,854	.....	6,854
Branch Reference	4,102	.....	4,102
Totals	583,979	28,235	612,214

Of the 35,356 books supplied through the Stations Department, 14,767 were sent to 40 branches and 20.589 to 55 stations. The books supplied for the same month of the preceding year numbered 39,419 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 28,143.

REFERENCE ROOM.

Number of books issued from stacks.....34,461
Number of recorded visitors.....14,780

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 4,102; reference questions, 1,361.

ARTS AND CRAFTS ROOM.

Books consulted, 5,989. Visitors, 1,466.

HUGHES ROOM.

Volumes circulated, 5,516; pictures circulated, 3,158; recorded visitors, 4,267. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 3,965; directories consulted, 4,494; bound documents used, 2,637; books, 1,779; pamphlets, 32,595; visitors, 8,170.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 5,480; bound newspapers, 552. Visitors, 1,624.

STUDY ROOM.

Books consulted, 1,703. Visitors, 4,344.

READING ROOM.

Periodicals issued at the counter at Central Library, 11,583. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 118,010.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 8,582; issued in January of the previous year, 6,874.

Number of juvenile cards issued, 2,415; research cards, 6; teachers' cards, 159. The number of three-year cards outstanding is 228,675.

BINDERY DEPARTMENT.

Number of books at binderies January 1, 1921	8,502
Number of books sent to binderies in January, 1921	6,373
Total number of books at binderies in January, 1921	14,875
Number of books received from binderies in January, 1921	8,431
Number of books at binderies February 1, 1921	6,444
Number of books repaired in Library in January, 1921	4,420

GROWTH OF THE LIBRARY.

The total number of volumes in the Library January 31, 1921, was 1,083,751. Received since January 1, 1921, 13,155. Books worn out and discarded since January 1, 1921, 4,233. Books lost and paid for since January 1, 1921, 463. Books found and money refunded since January 1, 1921, 92.

CARL B. RODEN,
Librarian.

CHICAGO, February 14, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 28, 1921.

OFFICIAL RECORD.

There being no quorum present, the Board adjourned.

A. L. Wilson
Secretary.

REGULAR MEETING.

CHICAGO, MONDAY, MARCH 14, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Schick, Beroth and Tollkuehn.

Absent—Directors Shutter, Cuneo, McLaughlin and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held February 14, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From the Bohemian Socialistic Branch of the Twelfth Ward protesting against the closing of the West Twenty-sixth Street Branch Library.

Referred to the Committee on Library.

Two petitions from citizens residing in the vicinity of the Morse School protesting against the closing of the branch formerly located in that school.

Referred to the Committee on Library.

From William E. and Katherine E. Dever notifying the Board of the expiration of the lease, April 30, 1921, of the stores 4734 and 4736 North Racine avenue occupied by the Sheridan Branch.

The communication was received and ordered filed.

From S. J. Christley in reference to the renewal of the lease of the store now occupied by the Edison Park Branch.

Referred to the Committee on Buildings and Grounds.

From the French Club of the Englewood Evening High School requesting permission to use one of the rooms in the Hiram Kelly Branch one evening a week from the present time until September.

Director Healy moved that the request be granted.

Carried.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

Marshall Field & Co., books	$5,009.95
Western Branch Farlag Yiddish, books.	454.24
A. Kroch & Co., books and subscriptions	311.30
L. H. Lund, books	269.08
American Printing House for the Blind, books	145.09
C. V. Ritter, books	128.00
Rand McNally & Co., books	60.00
Poor's Publishing Co., books	35.00
A. C. McClurg & Co., books	34.50
R. L. Polk & Co., books	18.75
H. W. Wilson Co., books	12.55
States Publication Society, books	10.00
T. H. Flood & Co., books	9.00
Public School Publishing Co., books	6.73
Commerce Clearing House	6.00
Olcott's Real Estate Valuation Service, books	5.00
McDonough & Co., books	5.00
R. R. Bowker Co., subscriptions and books	130.60
Mentor Association, subscriptions	129.50
Arrow Publishing Corporation, subscription	60.00
J. M. Hanson-Bennett Magazine Agency, subscriptions	56.95
F. W. Faxon Co., subscription	48.00
International Cable Directory Co., subscription	35.00
Pan American Union, subscription	23.00
Oklahoma Publishing Co., subscription.	8.30
George W. Weber, subscription	5.00
Geo. E. Koehler & Son, binding	1,228.84
Hehn & Hoth, binding	1,134.23
Sigurd Gulbrandsen, binding	653.20
Brabandt & Valters Book Binding Co., binding	648.90
Northwestern Bindery, binding	546.67
Burgmeier Book Bindery, binding	390.53
John Seybold, marking on backs of books	92.44
Slade, Hipp & Meloy, gummed muslin	18.00
J. W. Butler Paper Co., paper	111.42
Tucker-Kenworthy Co., printing	93.75
Max Stern's Sons Co., printing	184.00
James Watson & Co., printing	103.50
Cameron, Amberg & Co., labels	12.00
Parker, Thomas & Tucker Paper Co., paper	168.81
Dwight Bros. Paper Co., paper	51.96
Bradner Smith & Co., paper	19.46
Swigart Paper Co., paper	12.00
Sidney Morris & Co., pencils	83.00
Geo. E. Cole & Co., stationery	45.46
Archer & Andre Co., typewriting ribbon coupon book	31.50
Dennison Mfg. Co., glue and gummed labels	27.75
Ioas Bros. Co., fasteners and record books	21.85
G. Wallace Hess, signs	21.00
Crown Ribbon and Carbon Mfg. Co., carbon paper coupons	15.75
Rolle Rubber Co., rubber bands	15.00
Shea, Smith & Co., memorandum books.	12.74
Shelp Mfg. Co., binders' supplies	9.00
A. B. Dick Co., mimeograph supplies	3.00
H. G. Wilson, Sec'y, cash expenditures, Feb., 1921	523.87
	$13,296.17

He, also, presented a list of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

Rental Collection:

Marshall Field & Co., books	$291.56

Ryder Fund:

Kroch's International Bookstore, books..	35.55
William Helburn, book.....	10.00
Dean-Hicks Co., books.....	1.50
	$17.05

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	898 vols., (1 map)	$1365.00
Civics Collection:	33 vols.,	248.00
Branch Collection:	1551 vols.,	2377.00
High School Collection:	20 vols.,	32.00
Deposit Collection:	1294 vols.,	1508.00
Rental Collection:	254 vols.,	349.00
Ryder Fund:	4 vols.,	48.00
	4054 vols.,	$5927.00
Periodicals:		$450.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $67.47, be paid from the incidental fund.

With reference to sundry petitions from citizens requesting the opening of branches in Auburn Park and on Chicago Avenue at North Michigan Avenue, your Committee recommends that these requests be filed until such time as the Board may find itself able to consider plans for extension of library activities.

We submit the same recommendation upon the petition from citizens in the vicinity of Sumner School branch requesting the continuance of that branch. In the present condition of the finances of the Library it is impossible to do otherwise, though this decision is reached with much regret and a full realization of the hardships involved.

The following applications for Deposit Collections are reported with the recommendation that they be granted:

Miss Edith Eckenfels, 5850 Archer Ave. (Traveling Library).

Melvin A. Gerlack, 3635 Lawrence Ave. (Traveling Library).

Chase House, under the auspices of the Episcopal Church, 211 S. Ashland Blvd. (Traveling Library).

Samuel Rosenstone, 8848 Michigan Ave. (Traveling Library).

Onward Presbyterian Sunday School, Leavitt and Ohio Sts. (Special Deposit).

Chicago Typothetæ School of Printing, 536 S. Clark St., Room 745 (Special Deposit).

Kindergarten Training School, 616 S. Michigan Ave. (Special Deposit).

Orthogenic School, 1917 W. Congress St. (Special Deposit).

Henry Booth House, 701 W. 14th Pl. (Traveling Library).

House of Happiness, 3046 Gratten Ave. (Traveling Library).

George Cohn, 5107 W. Chicago Ave. (Traveling Library).

Sullivan School Community Center, 83d St. and Houston Ave. (Special Deposit).

The Bradstreet Co., 223 W. Jackson Blvd. (Business House).

American School of Physical Education, 4200 Grand Blvd. (Special Deposit).

Morris Bernstein, 1332 S. Kedzie Ave. (Traveling Library).

Harmony Boys Athletic Association, 1536 S. Turner Ave. (Special Deposit).

St. Paul Congregational Sunday School, N. Keeler and Belden Aves. (Special Deposit).

Baptist Missionary Training School, 2969 Vernon Ave. (Special Deposit).

Howell Neighborhood House, 1831 S. Racine Ave. (Traveling Library).

Michael Reese Hospital, 29th St. and Ellis Ave. (Special Deposit).

Also, that the West Pullman Traveling Library be transferred from the custody of V. C. Naugel to Harold E. Keifer, 534 W. 120th St.

That the Southport Traveling Library be transferred from the custody of Mrs. Ella Evans to Earl D. MacDaniel, 3751 Southport Ave.

That the collection of books at the Salvation Army Training College, 700 Brompton Ave., be withdrawn because of non-use of books.

That the Cleveland Deposit Station and 48 West Delivery Station be transferred from the custody of Mrs. Julia Winter to P. A. Bartlett.

That the Birchwood Traveling Library be transferred from the custody of Walter R. Swan to David Boyell.

That the Montrose Traveling Library be transferred from the custody of Mrs. O. Amundson to Otto Schramm.

That Mrs. Melvina Roth, Custodian of the Kelvin Grove Traveling Library and 51 West Delivery Station, has resigned.

Respectfully submitted,

FRANK F. TOLLKUEHN,
CARL. O. BEROTH,
Committee on Library.

CHICAGO, Mar. 14, 1921.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Schick presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended, with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Pages: Nathan Harrison, February 10; DeWitt N. Lane, February 16.

It is further recommended that leaves of absence be granted as follows:

Helen Hubbel, junior assistant, four months from March 1.

Genevieve E. Wallace, junior assistant, four months from March 1.

Agatha Wieboldt, junior assistant, three months from January 26.

Gladys V. Healy, junior assistant, extension of leave for two months from February 1.

Esther Aaron, senior assistant, four months from March 1.

Annie Batchelder, senior assistant, four months from March 1.

Ada Cole, senior assistant, four months from March 1.

Muriel Dunne, senior assistant, four months from March 1.

Frances Golombowski, senior assistant, four months from March 1.

Charlotte L. Olson, senior assistant, four months from March 1.

Margaret R. Reilly, senior assistant, four months from March 1.

Agatha L. Shea, senior assistant, four months from March 1.

Leah G. TenCate, senior assistant, four months from March 1.

Katherine Voell, senior assistant, four months from March 1.

Lillian Fenneman, principal assistant, four months from March 1.

Charlotte Hartman, principal assistant, four months from March 1.

Helene M. LaBerge, principal assistant, four months from March 1.

Daisy I. McHale, principal assistant, extension of leave from March 1 to April 4.

Charlotte E. Smith, principal assistant, four months from March 1.

John F. James, head assistant, three months from March 1.

Florence McKenzie, janitress, extension

of leave for three months from February 11.

Respectfully submitted,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Mar. 14, 1921.

He, also, presented the list of vacancies and appointments for February, 1921, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Harry H. Darling, February 26; Humphrey Dixon, February 17; William N. Garvey, February 16; William Hauk, February 19; Charles R. Murray, February 9; Henry Sabel, February 28.

Junior Assistants (Temp.): Sherman B. Allen, February 1; Carl Almer, February 23; Helga Andersen, February 23; Willard Becker, February 24; Adolph Bergbauer, February 1; Vincent Bystry, February 11; Harry H. Darling, February 1; Paul Feldstein, February 18; John Felsher, February 1; Bernard Golata, February 11; Maurice Graham, February 1; Clarence W. Greene, February 1; Lincoln Grunwald, February 1; William Hauk, February 1; Stanley Hinczewski, February 17; Clara Jackson, February 21; Walter Jenvey, February 1; Alfhild Johnson, February 21; Alex Kapczynski, February 11; Marcena Kraemer, February 28; Michael McDermott, February 1; Richard McVey, February 26; Dorothea Miller, February 21; Edward F. Orcutt, February 21; Steven Pogorzelski, February 11; Henry Ryan, February 1; Isadore Shorris, February 8; Frank Sullivan, February 1; Gunvor Svendsen, February 21.

Janitors (Temp.): Joseph Bushbaum, February 1; Walter Bushbaum, February 26; Frank Lindahl, February 17; Alfred Woodrick, February 26.

Janitress (Temp): Josie Staresina, February 21.

Window Washer (Temp.): Walter Gacek, February 11.

Auto. Operater (Temp.): Joseph F. Bushbaum, February 26.

Separations.

Pages: Bernard H. Balter, February 1; Vincent Bystry, February 10; Francis B. Crouse, February 1; Gerald Fitzgerald, February 15; Aaron Flacks, February 1; Bernard Golata, February 10; Mandel Haluska, February 1; Clarence Hotvedt, February 1; Alex Papczynski, February 10; Richard McVey, February 25; Samuel Marynowski, February 1; Julian Ofner, February 10; Herman Reinstein, February 20; Henry Sabel, February 28.

Junior Assistants: Vivian Barton, February 15; Esther Berger, February 15; Irene Black, February 15; A. Leonardo Calderon, February 11; Doris L. Dangremond, February 10; Harry H. Darling, February 25; Ruth L. Feinberg, February 25; Margaret Finan, February 25; Louis Finkle, February 7; Lillian Flood, February 25; Ella Gaughan, February 18; F. Monroe Gieselman, February 16; Shirley Gollusch, February 13; Maurice Graham, February 15; William Hauk, February 18; Veronica Jordon, February 17; Marie Koraleski, February 15; Marcena Kraemer, February 28; Marion Lippman, February 25; Michael McDermott, February 16; Alice Martin, February 25; Ruth O'Shea, February 25; Sara Stevens, February 6.

Janitors: Joseph F. Bushbaum, February 25; Walter Gacek, February 10.

Janitress: Josie Staresina, February 2.

Window Washer: George Schmitt, February 8.

Elevator Operator: Charles P. Ryan, February 21.

Resignations.

Pages: Nathan Harrison, February 10; DeWitt Lane, February 16.

Senior Assistant: Della M. Anderson, February 10.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 300.00
Louis Solomon, rent, Humboldt Branch	185.00
John Makovsky, rent, West North Ave. Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150 00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130 00
F. A. Hill & Co., rent, Austin Branch	100.00
Hermon Beardsley Butler House, rent, Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current	298.75
Peoples Gas Light & Coke Co., gas	8.37
Consumers Co., coal and wood	40.56
Illinois Bell Telephone Co., telephone service	237.37
Chicago Linen Supply Co, clean towel supply	128.82
Individual Towel & Cabinet Service Co., clean towel supply	45.00
Toll Bros., laundering towels	7.10
Haegele Ice Co., ice	22.68
A. P. W. Paper Co., toilet supplies	87.50
Citizens Service Bureau, removing cinders, street and sidewalk cleaning service	94.16
Pottinger-Flynn Coal Co., coal	2,705.55
Starr Brass Mfg. Co., repair parts for valves	12.67
Charles H. Besly & Co., copper rod, etc.	7.20
International Electric Lamp Co., electric lamps	195.00
Inland Electric Co., electrical supplies	30.08
National X-ray Reflector Co., desk lights	17.70
Kaestner & Hecht Co., material and labor repairing elevator	114.86
Thayer & Lynn, electrical repairing	73.30
Armour Soap Works, soap	43.79
Sherwin-Williams Co., soft soap	6.00
Shavings and Sawdust Co., sawdust	21.30
Remien & Kuhnert Co., paint, alcohol, etc	10.50
Fuller-Morrisson Co., ammonia	5.70
Perkinson & Brown, new roof over area way in court of main building	471.00
H. Rosenbaum Roofing Co., labor and material glass roof on domes, main building	132.46
Victor S. Pearlman Co., final payment lighting fixtures Legler Branch	1,366.00
Andrew Hoffman, final payment hardware contract Legler Branch	590.10
Standard Oil Co., gasoline	194.35
Valvoline Oil Co., oil	35.51
Bullard & Gormley Co., hardware	24.62
American Bosch Magneto Corporation, repair material	17.85
Loop Ford Agency, automobile accessories	6.34
Maypole Garage, auto storage	20.00
John Wojtalewicz, auto storage	10.00
John Kueck, leather pockets	11.60
H. G. Wilson, Sec'y, cash expenditures, Feb., 1921	95.31
	$8,549.10

SPECIAL COMMITTEES.

The President, Director Barr, Chairman of the Special Committee on High School Branches, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Special Committee on High School Libraries begs leave to report that the Public Library branches in the seven high schools have been reopened as of February 28th, the Board of Education having taken over the salaries of one librarian and one assistant for each high school library. This small staff is re-enforced by student help supplied by the principals. The transfer of employés was made by granting leaves of absence from the library service and entering them as extra teachers on the school roster at the salaries as recorded on our payroll. This arrangement is now in operation and is proving satisfactory.

In pursuance of authority conferred upon this Committee to act on any other propositions presented by outside agencies for continuing the work of branches that were closed, we further report:

That the branch in Kosciuszko Park has been re-opened as of March 1st, and the librarian and one assistant transferred to the payroll of the Northwest Park District at the request of that organization.

As heretofore reported, a similar arrangement has been entered into with the Commissioners of Lincoln Park under which the Stanton Park branch was reopened, also on March 1st.

Your Committee therefore requests confirmation of the above.

Respectfully submitted,

ALFRED E. BARR,
C. B. RODEN,
Special Committee on High School Libraries.

CHICAGO, Mar. 14, 1921.

Director Tollkuehn moved that the action of the Special Committee be concurred in.

Carried.

The Secretary for the Special Committee on Legislation reported progress in the matters now pending at Springfield.

REPORTS.

The Librarian presented his statistical report for the month of February, 1921, which was received and ordered published.

NEW BUSINESS.

Director Beroth moved that the matter of renewal of leases for branch libraries expiring this year be referred to the Committee on Buildings and Grounds with power to act, and, where favorable action is taken by the Committee, that the proper officials of the library be authorized to sign the new leases.

Carried.

Yeas—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

Director Tollkuehn moved that the request of the American Library Association for an increase in the monthly amount paid them for new books be referred to the Committee on Library with power to act.

Carried.

Yeas—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

The President, Director Barr, stated that the Library had been requested to participate in the Pageant of Progress to be held on the municipal pier next July and suggested that favorable action be taken in the matter.

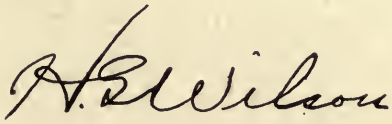
Director Tollkuehn moved that a Special Committee of three to consist of the President of the Board and two other members to be named by the President be appointed with authority to make the necessary arrangements for an exhibit by the Library during the Pageant and to incur an expense of not to exceed $500.00.

Carried.

Yeas—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

On motion of Director Beroth, the Board adjourned.



Secretary.

REPORT OF LIBRARIAN FOR FEBRUARY, 1921.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of February was 543.975; for the corresponding month of the previous year, 618,590. The circulation was from the following sources:

Central Library	82,549
Branches	316,168
Stations	24,980
Traveling Libraries	88,619
Deposits	29,242
Branch Reference	2,417
	543,975

The following is a summary of the books obtained at the Central Library:

Main Collection	33,762
Open Shelf	36,016
Hughes Room	5,512
Music Room	3,329
Information Desk	1,815
Books for the Blind	1,188
Documents	367
Miscellaneous	560
	82,549

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	12,858	258	13,116
Austin High	1,551	....	1,551
Bessemer Park	7,657	235	7,892
Blackstone	11,845	343	12,188
Butler House	9,068	158	9,226
Douglas Park	15,962	253	16,215
Eckhart Park	6,704	196	6,900
Englewood High	732	....	732
Hamilton Park	10,107	219	10,326
Hamlin Park	6,000	129	6,129
Hardin Square	5,529	108	5,637
Harrison High	956	...	956
Hebrew Institute	8,225	67	8,292

Holstein Park	10,182	149	10,331
Humboldt	14,178	1,588	15,766
Independence Park	7,520	191	7,711
Kelly	17,437	334	17,771
Lake View High	1,846	....	1,846
Legler	25,168	297	25,465
Lewis Institute	15,860	415	16,275
Lincoln Center	9,291	375	9,666
Lindblom High	558	....	558
Logan Square	14,057	242	14,299
Ogden Park	10,645	177	10,822
Rogers Park	10,332	151	10,483
Seward Park	5,871	347	6,218
Senn High	1,313	....	1,313
Shedd Park	10,812	349	11,161
Sheridan Park	17,769	308	18,077
Sherman Park	9,086	193	9,279
Walker	4,030	55	4,085
West North Ave	12,029	356	12,385
Woodlawn	20,990	844	21,834
Total	316,168	8,337	324,505

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	1,851	5	1,856	East Rogers Park	1,236	59	1,295
Armitage	604	21	625	Edison Park	1,095	..	1,095
Assoc. House	4,064	1,430	5,494	Eleanor Soc. Center	1,302	..	1,302
Avondale	1,569	64	1,633	Fernwood	1,155	..	1,155
Birchwood	1,199	..	1,199	Gads Hill Center	1,576	..	1,576
Campbell Park	801	..	801	Gage Park	2,216	..	2,216
Cheltenham	1,522	39	1,561	Garden Homes	137	..	137
Chicago Ave	709	104	813	Grand Ave	1,264	588	1,852
Chicago Lawn	2,746	..	2,746	Grand Crossing	796	36	832
Cicero Ave	894	97	991	Gresham	1,692	34	1,726
Clearing	1,396	..	1,396	Grove	446	239	685
Cleveland	2,425	196	2,621	Hegewisch	1,191	..	1,191
Dauphin Park	1,314	31	1,345	Hermosa	1,092	442	1,534
Drexel	363	67	430	Irving Park	682	27	709
Dunning	1,740	..	1,740	Jefferson Park	2,408	..	2,408
East Sixty-first St.	813	98	911	Lake View	615	..	615

	Direct	Stations	Total
Larrabee St.	1,509	498	2,007
Lawndale	2,186	..	2,186
LeMoyne	2,320	141	2,461
Longwood	815	..	815
Madison Street	506	207	713
Mayfair	1,183	..	1,183
Montrose	1,504	..	1,504
North Clark St	594	141	735
Norwood Park	1,220	..	1,220
Park Manor	3,882	292	4,174
Ravenswood	1,308	115	1,423
Roseland	2,664	52	2,716
Samaritan	1,380	..	1,380
St. Louis	956	50	1,006
S. Ashland Ave	1,848	1,282	3,130
S. Western Ave	870	215	1,085
Southport Avenue	928	98	1,026
Trumbull Park	1,536	..	1,536
Wakeford	1,423	85	1,508
Washing'n Heights	872	..	872
West Division St	1,700	..	1,700
West Harrison St	928	543	1,471
West Pullman	2,763	..	2,763
West Ravenswood	935	146	1,081
West Twelfth St	2,680	1,612	4,292
West 16th St	3,720	850	4,570
Wieboldt	2,536	291	2,827
Windsor Park	940	..	940
Totals	88,619	10,195	98,814

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	316,168	8,337	324,505
Traveling Libraries	88,619	10,195	98,814
Business House Libraries	21,917	682	22,599
Special Deposits	7,325	.....	7,325
Branch Reference	2,417	.....	2,417
Totals	436,446	19,214	455,660

Of the 24,980 books supplied through the Stations Department, 8,337 were sent to 27 branches and 16,643 to 56 stations. The books supplied for the same month of the preceding year numbered 37,389 volumes.

The circulation department was open on 22 week days. The daily average week day circulation was 24,726.

REFERENCE ROOM.

Number of books issued from stacks 29,745

Number of recorded visitors 13,455

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 2,417; reference questions, 894.

ARTS AND CRAFTS ROOM.

Books consulted, 5,496. Visitors, 1,295.

HUGHES ROOM.

Volumes circulated, 5,512; pictures circulated, 4,057; recorded visitors, 4,303. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 3,463; directories consulted, 3,915; bound documents used, 2,393; books, 1,612; pamphlets, 28,860; visitors, 1,464.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 5,010; bound newspapers, 531. Visitors, 1,464.

STUDY ROOM.

Books consulted, 1,462. Visitors, 3,744.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,505. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 109,596.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 6,923; issued in February of the previous year, 7,485.

Number of juvenile cards issued, 1,828; research cards, 3; teachers' cards, 118. The number of three-year cards outstanding is 229,070.

BINDERY DEPARTMENT.

Number of books at binderies February 1, 1921	6,444
Number of books sent to binderies in February, 1921	4,956
Total number of books at binderies in February, 1921	11,400
Number of books received from binderies in February, 1921	6,302
Number of books at binderies March 1, 1921	5,098
Number of books repaired in Library in February, 1921	4,680

GROWTH OF THE LIBRARY.

The total number of volumes in the Library February 28, 1921, was 1,087,286. Received since January 1, 1921, 19,352; since February 1, 1921, 6,197. Books worn out and discarded since January 1, 1921, 6,251; since February

1, 1921, 2,021. Books lost and paid for since January 1, 1921, 1,104; since February 1, 1921, 641. Books found and money refunded since January 1, 1921, 158; since February 1, 1921, 66.

CARL B. RODEN,
Librarian.

CHICAGO, March 14, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MARCH 28, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Schick, Beroth and Tollkuehn.

Absent—Directors Cuneo, McLaughlin and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting of February 28, and of the regular meeting held March 14, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The following communication from L. E. Gosselin, Deputy Comptroller, which was received and ordered published:

"City of Chicago,
"Department of Finance.
"Chicago, Mar. 4, 1921.

"*Mr. H. G. Wilson,*
"*Secretary Public Library,*
"*Chicago. Ill.*

"*Dear Sir:*—Enclosed please find statement showing analysis of County Collector's report of taxes collected in 1920, and amount due in settlement of the same, which has been placed to your account today.

"The amount shown due the Public Library as yet pending is $4,864.33.

"Yours truly,
"L. E. Gosselin,
"*Deputy Comptroller.*"

Chicago, Feb. 24, 1921.

ANALYSIS OF COUNTY COLLECTOR'S REPORT OF TAXES COLLECTED IN 1920—PUBLIC LIBRARY.

TAXES 1919:	
Based on valuation and rate	$881,691.40
Gain in extending tax	58.41
Total taxes extended	$881,749.81
LOSSES:	
Forfeited to State	7,048.58
Judgments refused	722.69
Errors	364.58
Personal property taxes uncollected	29,620.07
Total losses	37,755.92
Total amount to be collected	843,993.89

COSTS:	
Town Collector's commissions (2%)	2 383.01
County Collector's commission (1%)	7,116.45
County Clerk's fee for extension	1.164.28
Total costs	$ 10,663.74
Cash due from Town Collector	116,767.35
Cash due from County Collector	716,562.80
Total cash due acct. taxes 1919	$833.330.15
Less amount pending	13.197.66
Taxes 1918 and prior	$820,132.49
Amount extended on warrant 1919	$ 48,642.04
Amount collected not on warrant 1919	4,981.77
Total amount to be collected	$ 53,623.81
LOSSES:	
Forfeited to State	44.913.41
Judgments refused	1,094.19
Errors	921.72
Total losses	$ 46.929.32
Total amount collected	6,694.49
County Collector's commissions	66.95
Cash due acct. taxes 1918 and prior	$ 6,627.54
TAXES 1917 PENDING:	
Amount pending as per County Collector's report	$ 57,765.96
Losses reported by County Collector	- o -
Cash due	$ 57,765.96
SUMMARY:	
Cash due acct. taxes 1919	$820,132.49
Cash due acct. taxes 1918 and prior	6,627.54
Cash due acct. taxes 1917 pending	57,765.96
Grand total; cash due	$884,525.99
Total cash distributed to Feb. 15, 1921	869,373.91
	$ 15,152.08
Reported March 1 as a portion of amount due from taxes 1919 pending	8,333.33
Amount distributed March 4, 1921	$ 23.485.41

The following communication from J. F. Cornelius, President of the Kiwanis Club, which was received and ordered published and referred to the Special Committee on Branches:

"Chicago, Mar. 17, 1921.

"*Board of Directors,*
"*Chicago Public Library,*
"*Chicago, Ill.*

"*Gentlemen:*—I am glad to advise you that at a recent meeting of the Kiwanis Club of the North Shore we raised, by popular subscription, for the rental and maintenance fund of the Sheridan Branch of the Chicago Public Library, approximately $5,000.00.

"We have also entered into a lease for three stores, having a frontage of approximately 45 feet and a depth of 50 feet in the north end of a new building now being completed on the east side of Broadway north of Lawrence avenue, at an annual rental of $3,600. The balance of this fund, of course, is to be used for the maintenance of this branch.

"These stores will be completed about April 1st, so you can take possession between that time and the first of May.

"Will you please advise us at your earliest convenience that the above arrangement is satisfactory, and oblige,

"Very truly yours,
"J. F. Cornelius,
"*President Kiwanis Club of the*
"*North Shore, Chicago.*

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	1005 vols.,	$1544.00
Thomas Hughes Collection:	59 vols.,	83.00
Civics Collection:	11 vols.,	15.00
Blind Collection:	171 vols.,	331.00
Branch Collection:	642 vols.,	945.00
High School Collection:	23 vols.,	35.00
Deposit Collection:	1150 vols.,	1292.00
Ryder Fund:	2 vols.,	36.00
Rental Fund:	98 vols.,	130.00
	3161 vols.,	$4411.00

In the matter of the petitions referred to this Committee from bodies of citizens protesting against the closing of certain branches, we recommend that they be filed pending the time when the Board is able to resume its normal activities.

In the matter of books purchased from the American Library Association for a fixed sum of $900 per annum, your Committee recommends that this sum be hereafter fixed at $1800, beginning as of January 1, 1921.

Respectfully submitted,
FRANK F. TOLLKUEHN,
CARL. O. BEROTH,
Committee on Library.

CHICAGO, Mar. 28, 1921.

COMMITTEE ON ADMINISTRATION.

Director Schick, in the absence of the Chairman, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignation has been received by your Committee on Administration, and its acceptance is recommended, with instructions to the Librarian to fill the vacancy by requisition upon the Civil Service Commission:

Mary T. O'Brien, junior library assistant, March 16.

It is further recommended that leaves of absence be granted as follows:

Janet M. Green, head assistant, for one year.

Frieda Newman, senior assistant, for six months.

Jean Turgeon, senior assistant, for six months.

Margaret E. Schneider, senior assistant, for four months.

Respectfully submitted,
C. E. SCHICK,
Committee on Administration.

CHICAGO, Mar. 28, 1921.

Director Schick moved that inasmuch as the report was signed by only one member of the Committee that the recommendations be considered in open Board.

Carried.

Director Schick moved the adoption of the recommendations contained in the report.

On a *viva voce* vote the President declared the motion carried.

Director Schick also presented proposals for auditing the books and accounts of the Public Library for the year ending December 31, 1921, as follows:

United States Audit Co. . $175.00
Edward R. Burt & Co. . . 250.00

Director Schick moved that a contract be awarded to the United States Audit Co. on their proposal of $175.00.

Carried.

Yeqs—Directors Healy, Schick, Beroth, Tollkuehn and the President—5.

Nays—None.

SPECIAL COMMITTEES.

The President, Director Barr, Chairman of the Special Committee on High School Branches, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Special Committee with power to consider propositions from other bodies to provide ways and means for continuing service in certain branches begs leave to recommend that the offer of the North Shore Kiwanis Club to cover the cost of rent for Sheridan Branch, and to provide a further sum towards maintenance, be accepted and that arrangements be made for the removal of the Branch to the new quarters not later than April 15th.

We feel that the Board should extend its cordial appreciation to the North Shore Kiwanis Club of its effective co-operation and interest which has enabled the Board to continue this important branch in service.

Respectfully submitted,
ALFRED E. BARR,
C. B. RODEN,
Special Committee.

CHICAGO, Mar. 28, 1921.

Director Tollkuehn moved that the Board concur in the recommendation of the Committee.

Carried.

NEW BUSINESS.

Director Healy presented the following communication:

"Chicago, March 25, 1921.

"*Col. James J. Healy,*
"*313 Boyce Bldg., Chicago.*

"*Dear Col. Healy:*—The Baedeker guide books that I want to take out on my library card No. 181503 under the summer vacation rule are as follows:

I 2284 (Northern France—1909)
I 2458 (Southern France—1914)
I 2460 (Italy—1909)

"I want the non-circulating books for the reason that the circulating books are old and without most of the maps.

"My family and myself have been taking books from the library for the past twenty years and more and have always returned all books in good condition.

"I do not think the books I ask for are used very much in the reference room, for the reason that when they were given to me several weeks ago in the reference room to use they were covered with dust and bore no evidence of having been opened for a long time.

"I am an employé of the city, and in case of loss or injury to the books I would, of course, furnish the library with similar books. I should like them from about April 15th to August 15th.

"If you can arrange the matter for me I shall appreciate it very much.

"Yours sincerely,
"Florence Gideon."

Director Healy moved that the request of Miss Gideon be granted.

On a *viva voce* vote the President declared the motion lost.

On motion of Director Tollkuehn, the Board adjourned.

A. L. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, APRIL 11, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Beroth and Tollkuehn.

Absent—Directors Cuneo, McLaughlin and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held March 28, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communication from R. S. Frodin in reference to remodeling the Michigan Avenue front of the Public Library building.

The communication was received and ordered placed on file.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	546 vols., (4 pamphlets)	$ 722,00
Civics Collection:	23 vols.,	21.00
Branch Collection:	373 vols.,	567.00
High School Collection:	25 vols.,	42.00
Deposit Collection:	1416 vols.,	1611.00
Rental Fund:	228 vols.,	319.00
Ryder Fund:	26 vols.,	33.00
	2637 vols., (4 pamphlets)	$3315.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $136.63, be paid from the incidental fund.

Respectfully submitted,

FRANK F. TOLLKUEHN,
CARL O. BEROTH,
Committee on Library.

CHICAGO, April 11, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

B. F. Stevens & Brown, books and subscriptions, £314/13/1 (est.)	$1,233.43
Marshall Field & Co., books	4,702.04
A. L. A. Publishing Board, books	271.25
Children's Book Shop, books	161.88
Kroch's International Bookstore, books and subscriptions	108.78
Poor's Publishing Co., books	60.00
E. P. Dutton & Co., books	49.04
F. W. Faxon & Co., books	42.80
Keystone View Co., books	35.75
Lemcke & Buechner, books	33.95
H. W. Wilson Co., books and subscriptions	25.20
F. Pancner & Co., books	24 75
Martindale Mercantile Agency, books	20.60
A. C. McClurg & Co., books	15.45
F. C. Stechert Co., books	11.99
American Book and Printing Co., books	11.50
Wertsner & Wild, map	5.00
International Labour Office, subscription	28.40
J. M. Hanson-Bennett Magazine Agency, subscription	5.20
Jacobsen Publishing Co., subscription	5.00
Hehn & Hoth, binding	1,104.00
Geo. E. Koehler & Son, binding	783.47
Sigurd Gulbrandsen, binding	730.11
Brabandt & Valters Book Binding Co., binding	627.16
Burgmeier Book Bindery, binding	528.10
Northwestern Bindery, binding	414.11
Wm. H. Simpson, marking on backs of books	76.25
John Seybold, marking on backs of books	75.90
Slade, Hipp & Meloy, gummed muslin	17.50
Tucker-Kenworthy Co., printing	112.00
J. W. Butler Paper Co., paper	120.25
Mead & Wheeler Co., cards, etc	132.80
Gaw O'Hara Envelope Co., envelopes	92.95
Parker, Thomas & Tucker Paper Co., paper	87.48
Bradner Smith & Co., paper and drinking cups	59.78
Max Stern's Sons Co., printing	73.25
James Watson & Co., printing	54.50
Cameron, Amberg & Co., cutting and blocking charging checks	37.00
American Type Founders Co., ink and type	8.05
City Collector, pay-roll forms	14.45
Tablet and Ticket Co., gummed letters	5.30
Geo. E. Cole & Co., stationery	54.75
P. A. Salisbury Schulz Co., rubber stamps, etc	51.05
A. B. Dick Co., mimeograph supplies	6.25
H. G. Wilson, Sec'y, cash expenditures, March, 1921	520.54
	$12,639.01

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Rental Collection:	
Marshall Field & Co., books	$342.52
Jackson Fund:	
American Printing House for the Blind, books	$76.10
Ryder Fund:	
Julius Wisotzki, books	$33.00
H. C. Perleberg, books	32.40
B. F. Stevens & Brown, subscriptions £3/15/9 (est.)	14.82
Marshall Field & Co., book	8.06
	$88.28

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends that leaves of absence be granted as follows:

Elsie H. Barton, junior assistant, one month from April 4.

Florence F. Beggs, junior assistant, five months from April 11.

Gladys V. Healy, junior assistant, extension of leave for three months from April 1.

Margaret V. Saunders, senior assistant, four months from May 15.

We also recommend that compensation be granted to Daisy I. McHale for time lost through illness from October 31, 1920, to April 10, 1921, at the rate of half pay.

Respectfully submitted,

R. G. SHUTTER,
JAMES J. HEALY,
C. E. SCHICK,
Committee on Administration.

CHICAGO, April 11, 1921.

He, also, presented the list of vacancies and appointments for March, 1921, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Carl Almer, March 7; Clarence A. Hotvedt, March 21.

Junior Assistants (Temp.): Grace Ballantine, March 1; Irene Black, March 5; Donald Byrne, March 22; Beatrice Carswell, March 1; John DeRoulet, March 28; Olive J. Dolson, March 28; Ruth L. Feinberg, March 1; Olive George, March 7; Harley Halbert, March 17; Stanley Jaworski, March 28; Mildred Johnson, March 16; Marion Lippman, March 14; Richard W. Roberts, March 2; Helen E. Spencer, March 11; George W. Wiborg, March 15.

Janitors (Temp.): Charles Bergmann, March 11; Joseph Zemba, March 14.

Elevator Operator (Temp.): Charles P. Ryan, March 21.

Separations.

Pages: Louis Roberts, March 27; Sol M. Wolffson, March 3.

Junior Assistants: Sherman B. Allen, March 1; Carl Almer, March 6; Grace Ballantine, March 1; Josephine Gnatz, March 10; Clarence W. Greene, March 9; Inez Larson, March 3; Edward Orcutt, March 21; Nemesio M. Salazar, March 17.

Janitors: Frank Lindahl, March 3; William Vandersee, March 10; Joseph Zemba, March 21.

Janitress: Louise Watson, March 3.

Resignations.

Junior Assistant: Mary T. O'Brien, March 10.

Director Shutter recommended, on behalf of the Committee, that the Secretary be authorized to invest $12,000.00 of the trust funds which are available at the present time, and $4,000.00 which will be available June 1, 1921, in United States fourth liberty loan bonds.

The recommendation was concurred in as follows:

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds, to whom was referred, with power to act, the matter of renewal of leases for premises occupied as branch libraries expiring this year, respectfully reports that it has agreed on the following leases:

I. Edison Park—building at the corner of Oshkosh and Edison Park avenues, one year beginning May 1, 1921, at a monthly rental of $20.00.

II. West North Avenue Branch, 4021 West North Avenue, one year from June 1, 1921, at a rental of $200.00 per month.

III. Lewis Institute Branch, 1943, 1945 and 1947 West Madison Street, for a term of two years at a rental of $225.00

per month, with an option of renewal at the same rent for an additional year, lease to begin May 1, 1921.

IV. Austin Branch, 5644 West Lake Street, for a period of five years—rent for the first year $125.00 per month, and for the four following years $150.00 per month, lease to begin May 1, 1921.

Your Committee recommends that the officers of the Board be authorized to execute leases as above.

Respectfully submitted,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Buildings and Grounds.
April 11, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 300.00
Louis Solomon, rent, Humboldt Branch	185.00
John Makovsky, rent, West North Ave. Branch	150.00
Lewis Institute, rent, W. Madison Street Branch	150.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Hermon Beardsley Butler House, rent, Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current, Branches	236.40
Consumers Co., coal	350 19
J. W. Peterson Coal Co., coal	57.75
Illinois Bell Telephone Co., telephone service	179.12
Reliable Polishing Cloth Co., cheesecloth	16.25
Vaughan's Seed Store, grass seed	8.10
Chicago Linen Supply Co., towel supply	146.21
Individual Towel & Cabinet Service Co., clean towel supply	51.33
Toll Bros., laundering towels, etc	8.10
Haegele Ice Co., ice	27.19
Palmolive Co., soap	22.50
Chicago Mill and Lumber Co., wooden boxes and covers	166.74
The Kay-Dee Co., paper boxes	48.00
Sanitary Cup and Service Co., toilet supplies	17.10
City Collector, elevator inspection	4.00
Pottinger-Flynn Coal Co., coal	1,772.21
Bunge Bros. Coal Co., coal	342.90
Gallaher & Speck, machinists' supplies	51.95
Hollow Center Packing Sales Co., gaskets	12.50
Jenkins Bros., packing	5.55
W. H. Salisbury & Co., packing, washers, etc	4.28
Samuel Harris & Co., machinists' supplies	3.68
Gallagher-Mihell Mfg. Co., wipers	14.52
Geo. B. Carpenter & Co., duck	4.68
Citizens Service Bureau, removing cinders, etc	75.44
International Electric Lamp Co., electrical supplies	27.00
Thayer & Lynn, rewinding brake coil of dumb elevator, etc	14.02
L. Gould & Co., twine, mop wringers, etc.	88.15
Bullard & Gormley Co., hardware	19.25
The Fair, mdse	8 12
Remien & Kuhnert Co., paint, etc	4.25
G. B. Davidson, insurance	27.75
E. Baggot Co., plumbing	74.88
Joseph Halsted Co., sheet metal	9 88
Standard Oil Co., gasoline	248.40
Maypole Garage, auto storage	20.00
John Wojtalewicz, auto storage	10.00
Henry Landgraf, hanging station signs	33.00
H. G. Wilson, Sec'y, cash expenditures, March, 1921	237.03
	$5,808.42

SPECIAL COMMITTEES.

The Secretary for the Special Committee on Legislation reported progress in matters now pending at Springfield.

REPORTS.

The Librarian presented his statistical report for the month of March, 1921, which was received and ordered published.

NEW BUSINESS.

The Librarian stated it was very desirable that a catalog of the non-fiction cumulation for the past five years be published.

After discussion, Director Healy moved that the matter be referred to the Committee on Library with power to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

The Secretary brought up the question of depositing the moneys collected as fines, receipts for lost books and other miscellaneous funds collected at some of the larger branches in the local banks.

After discussion, Director Schick moved that the Secretary be authorized to make arrangements with the banks indicated in the list below; the deposits to be made in the name of the Chicago Public Library and to be drawn only on the signature of the Secretary of the Board.

Carried.

The following is the list:

Sheridan Branch, Sheridan Trust & Savings Bank.

Rogers Park Branch, Rogers Park National Bank.

Legler Branch, Garfield Park State Bank.

Woodlawn Branch, Woodlawn Trust & Savings Bank.

Lincoln Center Branch, Drexel State Bank.

West North Avenue Branch, Pioneer State Bank.

On motion of Director Beroth, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR MARCH, 1921.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of March was 636 720; for the corresponding month of the previous year, 686.343. The circulation was from the following sources:

Central Library	93,484
Branches	376,251
Stations	30,057
Traveling Libraries	102,509
Deposits	30,772
Branch Reference	3,647
	636,720

The following is a summary of the books obtained at the Central Library:

Main Collection	38,692
Open Shelf	40,339
Hughes Room	6,209
Music Room	3,658
Information Desk	2,000
Books for the Blind	1,425
Documents	500
Miscellaneous	661
	93,484

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	13,894	326	14,220
Austin High	7,899	....	7,899
Bessemer Park	7,985	265	8,250
Blackstone	12,982	432	13,414
Butler House	9,946	183	10,129
Douglas Park	17,234	288	17,522
Eckhart Park	7,033	307	7,340
Englewood High	4,900	....	4,900
Hamilton Park	10,863	209	11,072
Hamlin Park	6,455	127	6,582
Hardin Square	6,164	156	6,320
Harrison High	6,143	...	6,143
Hebrew Institute	8,279	119	8,398
Holstein Park	8,499	206	8,705
Humboldt	14,780	1,727	16,507
Independence Park	7,433	302	7,735
Kelly	18,566	364	18,930
Kosciuszko	4,036	30	4,066
Lake View High	7,931	....	7,931
Legler	25,845	325	26,170
Lewis Institute	16,504	422	16,926
Lincoln Center	9,705	466	10,171
Lindblom High	3,302	....	3,302
Logan Square	13,083	350	13,433
Marshall High	7,307	...	7,307
Ogden Park	11,510	170	11,680
Rogers Park	11,068	162	11,230
Seward Park	5,629	374	6,003
Senn High	8,673	....	8,673
Shedd Park	11,804	371	12,175
Sheridan Park	18,393	364	18,757
Sherman Park	9,474	243	9,717
Stanton Park	3,234	102	3,336
Walker	4,702	65	4,767
West North Ave	12,352	429	12,781
Woodlawn	22,644	968	23,612
Total	376,251	9,852	386,103

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	2,112	12	2 124
Armitage	576	26	602
Assoc. House	4,525	1,707	6,232
Avondale	1,614	70	1,684
Birchwood	1,129	..	1,129
Campbell Park	735	..	735
Cheltenham	1,640	28	1,668
Chicago Ave	805	98	903
Chicago Lawn	3,062	..	3,062
Cicero Ave	1,004	111	1,115
Clearing	1,254	..	1,254
Cleveland	2,553	299	2,852
Dauphin Park	1,384	38	1,422
Drexel	382	78	460
Dunning	1,693	..	1,693
East Rogers Park	1,203	71	1,274
East Sixty-first St.	907	108	1,015
Edison Park	1,170	..	1,170
Eleanor Soc. Center	1,345	..	1,345
Fernwood	1,192	..	1,192
Gads Hill Center	1,212	..	1,212
Gage Park	2,338	..	2,338
Garden Homes	1,171	..	1,171
Grand Ave	1,321	651	1,972
Grand Crossing	858	48	906
Gresham	1,715	54	1,769
Grove	163	366	529
Hegewisch	1,300	..	1,300
Henry Booth House	148	..	148
Hermosa	1,327	591	1,918
House of Happiness	699	..	699
Irving Park	769	51	820
Jefferson Park	2,626	..	2,626
Kedzie	2,486	..	2,486
Kelvin Grove	37	..	37
Lake View	672	..	672
Larrabee St.	1,628	591	2,219
Lawndale	2,468	..	2,468
LeMoyne	2,568	127	2,695
Longwood	789	..	789
Madison Street	511	219	730
Mayfair	1,316	..	1,316
Montrose	1,624	..	1,624
North Clark St	615	141	756
Norwood Park	1,154	..	1,154
Park Manor	3,973	455	4,428
Ravenswood	2,481	234	2,715
Roseland	2,557	75	2,632
Samaritan	1,844	..	1,844
St. Louis	779	41	820
S. Ashland Ave	1,717	1,680	3,397
S. Western Ave	1,201	298	1,499
Southport Avenue	1,284	116	1,400
Trumbull Park	1,663	..	1,663
Wakeford	1,570	96	1,666
Washing'n Heights	852	..	852
West Division St.	2,022	..	2,022
West Harrison St.	992	674	1,666
West Pullman	2,990	..	2,990
West Ravenswood	4,738	165	4,903
West Twelfth St.	2,545	1,978	4,523
West 16th St	3,776	966	4,742
Wieboldt	2,669	371	3,040
Windsor Park	1,056	..	1,056
Totals	102,509	12,634	115,143

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	376,251	9,852	386,103
Traveling Libraries	102,509	12,634	115,143
Business House Libraries	23,286	823	24,109
Special Deposits	7,486	.....	7,486
Branch Reference	3,647	.....	3,647
Totals	513,179	23,309	536,488

Of the 30,057 books supplied through the Stations Department, 9,852 were sent to 29 branches and 20,205 to 55 stations. The books supplied for the same month of the preceding year numbered 42,435 volumes.

The circulation department was open on 27 week days. The daily average week day circulation was 23,582.

REFERENCE ROOM.

Number of books issued from stacks... 32,215
Number of recorded visitors..... ...14,527

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,647; reference questions, 1,469.

ARTS AND CRAFTS ROOM.

Books consulted, 5,496. Visitors, 1,262.

HUGHES ROOM.

Volumes circulated, 6,209; pictures circulated, 4,555; recorded visitors, 4,819. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 2,803; directories consulted, 3,328; bound documents used, 2,002; books, 1,528; pamphlets, 18,915; visitors, 7,405.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 6,155; bound newspapers, 566. Visitors, 1,801.

STUDY ROOM.

Books consulted, 1,885. Visitors, 4,424.

READING ROOM.

Periodicals issued at the counter at Central Library, 11,795. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 109,188.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 6,632; issued in March of the previous year, 7,779.

Number of juvenile cards issued, 1,709; research cards, 2; teachers' cards, 102. The number of three-year cards outstanding is 228,564.

BINDERY DEPARTMENT.

Number of books at binderies March 1, 1921	5,098
Number of books sent to binderies in March, 1921	6,308
Total number of books at binderies in March, 1921	11,406
Number of books received from binderies in March, 1921	5,376
Number of books at binderies April 1, 1921	6,030
Number of books repaired in Library in March, 1921	6,031

GROWTH OF THE LIBRARY.

The total number of volumes in the Library March 31, 1921, was ,090,339. Received since January 1, 1921, 25,909; since March 1, 1921, ,557. Books worn out and discarded since January 1, 1921, 9,296; since March , 1921, 3,042. Books lost and paid for since January 1, 1921, 1,506; since March , 1921, 403. Books found and money refunded since January 1, 1921, 229; since March 1, 1921, 71.

CARL B. RODEN,
Librarian.

CHICAGO, April 11, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, APRIL 25, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Beroth and Tollkuehn.

Absent—Directors Schick, Cuneo, McLaughlin and Sproul.

MINUTES APPROVED.

On motion of Director Beroth, the reading of the minutes of the regular meeting held April 11, 1921, was dispensed with and the records thereof as printed were approved

COMMUNICATIONS.

From the Chicago Talking Machine Company making a proposition to change the location of the West North Avenue Branch at No. 4021 West North avenue to the store at No. 3448 West North avenue.

Director Tollkuehn stated that he did not think it expedient to change the location as requested, and moved that the communication be placed on file.

Carried.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Beroth, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	1676 vols.,	$2197.00
Civics Collection:	69 vols., (14 pamphlets)	67.00
Branch Collection:	435 vols.,	638.00
High School Collection:	8 vols.,	16.00
Deposit Collection:	1348 vols.,	1811.00
Rental Fund:	171 vols.,	228.00
Ryder Fund:	2 vols.,	20.00
	3709 vols., (14 pamphlets)	$4977.00
American Printing House for the Blind: Braille Type Books,	15 vols.,	$50.35

In the matter of printing a catalog of non-fiction cumulations for the past five years, which was left to this Committee with power to act, we beg to report that a third bid was called for and received, the three bids being as follows:

Tucker-Kenworthy Company	$1828.75
Rogers & Hall Company	2624.00
Peterson Linotyping Company	3150.00

In addition to this figure there will be a charge of $1.90 per page, or approximately $900, for electrotyping, and the cost of paper, which will probably be about $600.

We are prepared to enter into a contract with the lowest bidder, the Tucker-Kenworthy Company, at their figure as quoted, but, inasmuch as the appropriation for finding lists in our budget for the current year is insufficient to carry this sum, it becomes necessary to make other dispositions before the work is undertaken.

We therefore ask confirmation of the following arrangement:

That the cost of printing the above-mentioned catalog be paid out of the book fund, and that the latter fund be reimbursed at the end of the year from the surplus accrued in the rental collection fund, which we are certain will be ample to cover the amount involved. We also recommend that the selling price of this catalog be fixed at not less than seventy-five cents per copy.

Respectfully submitted,
FRANK F. TOLLKUEHN,
CARL O. BEROTH,
Committee on Library.

CHICAGO, Apr. 25, 1921.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Beroth, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignation has been received by your Committee on Administration, and its acceptance is recommended, with instructions to the Librarian to fill the vacancy by requisition upon the Civil Service Commission:

Edith Hunter, senior assistant, April 10.

It is further recommended that leaves of absence be granted as follows:

Thomas Kaplan, page, four weeks from April 18.

Anna Hrdlicka, senior assistant, three months from April 15.

Also, that the sum of $300 be appropriated to defray expenses of members of the staff to be designated by the Librarian to represent the Library at the annual convention of the American Library Association at Swampscott, Mass., June 20-27.

That the Civil Service Commission be requested to extend the time for one additional year on all eligible lists for library

service that would ordinarily expire during the current year.

That the Librarian be authorized to make requisition for three typists at a salary not to exceed $80 per month for a period of two months or less, and to rent three typewriting machines, for the purpose of copying the list of delinquent borrowers.

Respectfully submitted,
R. G. SHUTTER,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Apr. 25, 1921.

Director Shutter presented a communication from William McDearmed, janitor in the employ of the Board, addressed to Director Healy, in reference to an increase in his salary.

After a discussion, Director Healy moved that the request be granted.

The motion was lost.

Yeas—Director Healy—1.

Nays—Directors Shutter, Beroth, Tollxuehn and the President—4.

REPORTS.

The Secretary presented the report of the United States Audit Company on its audit of the books and accounts of the Chicago Public Library for the three months ended March 31, 1921, which was received and ordered published.

The following is the report:

April 23, 1921.

To the President and Board of Directors,
The Chicago Public Library,
Chicago.

Gentlemen: — In accordance with instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended March 31, 1921.

We compared the vouchers with the entries in the cash book and Voucher Record, and verified the receipts from the fines, books lost, deposits, etc., by a comparison with the branch library daily receipt books and stubs of the deposit receipt books.

We proved the footings of all books of original entry and traced the postings therefrom to the general ledger.

We verified the cash account by checking the bank accounts and counting the cash in the office.

We inspected and checked the securities representing the various investments in the presence of your Secretary, and of your Director Shutter.

We compared the receipts, as shown by the City Treasurer, with the amounts as shown on the books of the Library, and found same to be in agreement.

We submit herewith various statements, as indexed, which contain full details of the transactions of the period under audit, and which are correct and in accordance with the books.

Very truly yours,
UNITED STATES AUDIT CO.
WHITNEY B. FLERSHEM, C. P. A.,
Member of American Institute of Accountants.

Funding Balance Sheet, March 31, 1921.

Fund Assets.

Public Library Fund:		
Balance in hands of City Treasurer		$ 42,081.70
Taxes Collectible in 1919	$ 4,864.33	
Taxes Collectible in 1920	773,397.71	
	778,262.04	
Less Outstanding 1920 Tax Warrants	200,000.00	
		578,262.04
Total Public Library Fund Assets		$620 343.74
Current and Trust Funds:		
Bonds	$275,665.45	
Certificate of Deposit	334 55	
Cash	6,788.96	
Petty Cash	757.55	
Accrued Interest	23.51	
Total Current and Trust Funds		283,570.02
Total Assets		$903,913 76

Fund Liabilities.

Public Library Fund		$620 343.74	
Petty Cash		1,000.00	
Current and Trust Funds:			
Kelly Fund	$200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Branch	39 50		
Ryder Fund	10,000.00		
Ryder Fund Income	102.71		
Beecher Fund	2,000 00		
Beecher Fund Income	54.12		
Jackson Fund	1,000.00		
Jackson Fund Income	24.66		
Security Deposits	2,054.10		
Special Deposits	100.00		
Rental Collections	2,194 93		
Total Current and Trust Funds		282,570.02	
Total Fund Liabilities			$903,913.76

LIBRARY FUND—CASH RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED MARCH 31, 1921.

Receipts.

Taxes, 1919	$ 16,857.87		
Less: Tax Warrants 1919 Redeemed	14,000.00		
		2,857.87	
Sale Tax Warrants 1920		200,000 00	
Taxes 1918 and Prior		6,627.54	
Taxes 1920		109,115.04	
Interest on Balance with City Treasurer		365.37	
Miscellaneous Receipts		2,350.10	
		$321,315.92	
Add: Balance December 31, 1920		1,433.53	
			$322,749.45

Disbursements.

Salaries: Main Library	83,438.16		
Branches	52,177.27		
Delivery Stations	6,078.92		
		141,694.35	
Delivery Stations: Miscellaneous		2,005.01	
Branches: Miscellaneous		12,954.24	
Books		43,289.46	
Binding		25,950.96	
Finding Lists		1,170.47	
Printing and Stationery		4,330.98	
Periodicals		2,473.78	
Miscellaneous Expenses		2,561 68	
Fuel		14,171.66	
Heating and Generating Plant		998.48	
Electric Supplies and Repairs		576.68	
Janitors' Expense		342.92	
Furniture and Fixtures		1,584 41	
Insurance		273.18	
Freight and Expressage		68.44	
Postage		875.50	
Books Lost and Paid for—Refunds		253.20	
Repairs, Alterations and Improvements		8,404.79	
Branch Buildings		16,312.08	
Elevator Supplies and Repairs		230.52	
Interest		144.96	
Total Disbursements			280,667.75
Balance on hand March 31, 1921			$ 42,081.70

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended March 31, 1921.

Receipts.	Total	March	February	January
Kelly Branch	$ 2,967.62	$ 149.22	$ 6.35	$ 2,812.05
Ryder Fund Income	115.12	43 56	10.00	61.56
Jackson Fund Income	.12	.....	.....	.12
Rental Collections	1,387.16	496.19	407.36	483.61
Secretary's Petty Cash	1,801.83	619.18	773.65	409.00
Miscellaneous	596.08	184.82	171.59	239.67
Finding Lists	84.63	25.51	29.12	30.00
Books Lost and Paid for	1,430.92	407.66	564.52	458.74
Deposits	1,543.85	523.95	450.70	569.20
Fines	12,528.64	4,173.25	3,584.71	4,770.68
Duplicates	42.50	42.50	.....	.....
Beecher Fund Income	44.62	44.62	.....	.....
Bonds	2,000.00	.....	.....	2,000.00
Postage	195.97	72.80	56.48	66.69
Total Receipts	$24,739.06	$ 6,783.26	$ 6,054.48	$11,901.32
Add: Cash Balance Dec. 31, 1920	6,761.15	7,660.46	8,054.13	6,761.15
	$31,500.21	$14,443.72	$14,108.61	$18,662.47
Disbursements.				
Treasurer	$ 2,350.10	$ 733.29	$ 821.71	$ 795.10
Kelly Branch	2,955.28	886.13	999.80	1,069.35
Books	359.20	40.72	187.53	130.95
Binding	2.50	.....	.....	2.50
Branches	62.36	26.25	16.16	19.95
Books Lost and Paid for—Refunds	253.20	77.73	71.58	103.89
Deposits	1,402.90	483.40	407.75	511.75
Delivery Stations—Miscel.	53.61	11.79	15.45	26.37
Freight and Expressage	68.44	21.23	5.16	42.05
Heating and Generating Plant	14.49	6.16	.....	8.33
Miscellaneous Expense	279.39	191.03	63.70	24.66
Periodicals	159.28	39.48	42.30	77.50
Postage	875.50	327.54	217.30	330.66
Printing and Stationery	20.61	13.82	.....	6.79
Rental Collections	3,106.75	418.94	.....	2,687.81
Electric Supplies and Repairs	1.80	1.80	.....	.....
Ryder Fund Income	217.20	202.20	15.00	.....
Pension Fund	12,528.64	4,173.25	3,584.71	4,770.68
Total Disbursements	$24,711.25	$7,654.76	$6,448.15	$10,608.34
Balance March 31, 1921	$ 6,788.96	$6,788.96	$7,660.46	$ 8,054.13

Current and Trust Funds.

Summary of Balances for the Three Months Ended March 31, 1921.

	January	February	March
Kelly Fund	$200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Branch	1,769.86	776.41	39.50
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	266 35	261.35	102.71
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	9.50	9.50	54.12
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	24.66	24.66	24.66
Security Deposits	1,970.60	2,013.55	2,054.10
Special Deposits	100.00	100.00	100.00
Rental Collections	1,710.32	2,117.68	2,194.93
Incidental Fund (Petty Cash)	1,000.00	1,000.00	1,000.00
	$284,851.29	$284,303.15	$283,570.02
Less: Amount due from City Comptroller for Secretary's Petty Cash Fund	773.65	619.18	757.55
	$284,077.64	$283,683.97	$282,812.47
Made up as follows:			
Bonds—Book Value	$275,655.45	$275,665.45	$275,665.45
Certificate of Deposit	334.55	334.55	334.55
Cash	8,054.13	7,660.46	6,788.96
Accrued Interest	23.51	23.51	23.51
	$284,077.64	$283,683.97	$282,812.47

Reconciliation of Trust Funds March 31, 1921.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000.00	
Hiram Kelly Increment	65,000.00	
		$278,000.00
Investments:		
Municipal, Liberty Loan and Railroad Bonds, Par Value $278,150.00	$275,665.45	
Certificate of Deposit No. 12229	334.55	
Cash on hand for bonds redeemed	2,000.00	
		$278,000.00

RECONCILIATION OF BANK ACCOUNTS MARCH 31, 1921.

First National Bank:		
Balance per Bank Statement		$ 8,207.97
Deduct: Outstanding Checks		32.27
Balance per Books		$ 8,175.70
Union Trust Company:		
Balance per Bank Statement	$ 2,470.39	
Deduct: Outstanding Checks	454.40	
Balance per Books		2,015.99
Illinois Trust and Savings Bank:		
Balance per Savings Account		181.49
Total Bank Balances		10,373.18
Add: Deposits April 1 to April 22, 1921, inclusive:		
First National Bank	3,527.84	
Union Trust Company	11,397.50	
Illinois Trust and Savings Bank	45.00	14,970.34
		25,343.52
Deduct: Withdrawals April 1 to April 22, inclusive:		
First National Bank	5,548.14	
Union Trust Company	11,932.84	
Illinois Trust and Savings Bank	104.27	17,585.25
Balance per Banks March 31, 1921		$7,758.27
Add: Cash per Count April 22, 1921	928.49	
Disbursements April 1 to April 22, inclusive	13,206.36	14,134.85
		21,893.12
Deduct: Receipts April 1 to 22, 1921, inclusive		15,104.16
Balance per Books March 31, 1921		$6,788.96

NEW BUSINESS.

Director Tollkuehn presented the following resolution:

Whereas, It has come to the attention of the Board of Directors of the Chicago Public Library that House Bill No. 530 now pending in the House of Representatives at Springfield provides that all moneys collected as fines for the retention of books shall be turned over to the Public Library Employés Pension Fund of said Library,

Resolved, That the Board of Directors of the Chicago Public Library protests against and is opposed to the enactment of said House Bill No. 530.

Resolved, That the Legislature be advised of the action of this Board.

Director Tollkuehn moved the adoption of the resolution.

Carried.

Yeas—Directors Healy, Shutter, Beroth, Tollkuehn and the President—5.

Nays—None.

The Librarian brought up the matter of the rules of the Board in reference to vacations and allowances made under the rules for time lost on account of illness.

Director Beroth moved that consideration of the matter be postponed until the next meeting of the Board.

Carried.

On motion of Director Tollkuehn, the Board adjourned.

A. L. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MAY 9, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Beroth and Tollkuehn.

Absent—Directors Cuneo and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held April 25. 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The following communication was received from the Burgmeier Book Bindery:

"Chicago, May 3, 1921.

"*Mr. H. G. Wilson,*
"*Chicago Public Library,*
"*Chicago.*

"*Dear Sir:*—Please be advised that effective on May 1st the following reductions in the prices of binding on my contract have been made:

Size No.	Size in Inches	Half Roan Old Price	Half Roan New Price	Full Buckram Old Price	Full Buckram New Price
1	8	$1.50	$1.40	$1.20	$1.10
2	9	1.70	1.60	1.40	1.30
3	10	2.00	1.90	1.60	1.50
4	11	2.30	2.20	1.75	1.65
5	12	2.60	2.45	2.00	1.85
6	13	2.80	2.65	2.35	2.20
7	14	3.20	3.00	2.60	2.45
8	16	3.60	3.40	3.00	2.80
9	18	3.85	3.60	3.50	3.25
10	20	4.20	3.90	4.00	3.75
11	25	4.75	No change	5.00	4.75

"The prices on the other styles of binding and the extra items will remain the same for the present. Should any further reduction in the price of materials or labor or both take place before the end of my contract, I will advise you of any reduction in the price of binding.

"These reduced prices on ½ roan and buckram bindings are in effect for all volumes received after May 1st.

"Please change the prices shown in my contract to the above mentioned lower prices.

"Very truly yours,
"John M. Burgmeier,
"*Burgmeier Book Bindery.*"

Director Schick moved that the prices in the contract of the Burgmeier Book Bindery be revised in accordance with the communication.

Carried.

UNFINISHED BUSINESS.

The President, Director Barr, brought up the consideration of vacations and allowances under the rules which were laid over from the last meeting of the Board.

On motion of Director Schick, the matter was referred to the Committee on Administration with authority to act.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	637 vols., (13 pamphlets)	$1031.00
Civics Collection:	1 vol., (6 pamphlets)	7.00
Thomas Hughes Collection:	8 vols.,	10.00
Branches Collection:	476 vols.,	819.00
High School Collection:	17 vols.,	33.00
Deposit Collection:	188 vols.,	250.00
School Deposit Collection:	761 vols.,	585.00
Rental Fund:	71 vols.,	97.00
Ryder Fund:	2 vols.,	7.00
Beecher Fund:	1 vol.,	1.00
	2162 vols., (19 pamphlets)	$2840.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $108.40, be paid from the incidental fund.

Respectfully submitted,
FRANK F. TOLLKUEHN,
CARL O. BEROTH,
Committee on Library.

CHICAGO, May 9, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Otto Harrassowitz, books, Marks 57591.50 (est.)	$ 900.00
J. Terquem, books, Francs 255.90 (est.)	24.00
Marshall Field & Co., books	7,800.26
A. L. A. Publishing Board, books	180.00
American Printing House for the Blind, books	108.00
Houghton Mifflin Co., books	83.12
Moody's Investors Service, subscription	54.19
H. W. Wilson Co., books	29.82
Prentice-Hall, books	22.20
F. C. Stechert Co., books	22.00
Daniel H. Newhall, books	15.00

American Medical Association, books	15.00
A. C. McClurg & Co., books	12.10
W. F. Burnett Publishing Co., books	10.00
Kroch's International Bookstore, books, etc.	7.63
Cadmus Book Shop, books	7.28
Saul Bros., books	4.65
Standard Statistics, subscriptions	30.00
J. M. Hanson-Bennett Magazine Agency, subscriptions	22.50
Hendrickson Publishing Co., subscription	15.00
Geo. E. Koehler & Son, binding	1,731.53
Burgmeier Book Bindery, binding	1,075.35
Brabandt & Valters Book Binding Co., binding	887.08
Hehn & Hoth, binding	838.19
Sigurd Gulbrandsen, binding	660.39
Northwestern Bindery, binding	628.29
Wm. H. Simpson, marking on backs of books	132.75
Slade, Hipp & Meloy, gummed muslin	27.50
Gaylord Bros., binders	9.25
Tucker-Kenworthy Co., printing	75.50
J. W. Butler Paper Co., paper	75.11
Gaw O'Hara Envelope Co., envelopes	121.71
Dwight Bros. Paper Co., paper	94.77
Pilcher-Hamilton Co., paper	24.75
Swigart Paper Co., paper	10.74
Bradner Smith & Co., paper	9.20
Max Stern's Sons Co., printing	266.50
Cameron, Amberg & Co., delinquent books	65.00
James Watson & Co., printing	59.25
Holmes Co., printed letterheads	37.50
Dennison Mfg. Co., gummed labels, etc.	28.40
Library Bureau, cards	9.72
Mead & Wheeler Co., cards	9.68
American Type Founders Co., type	7.65
Thompson & Co., mimeographing	105.75
Ioas Bros. Co., desk pads and record books	51.75
Geo. E. Cole & Co., stationery	31.30
Albert Hancock & Co., paper	25.00
Rolle Rubber Co., rubber bands	15.00
Gane Bros. & Lane	10.00
P. A. Salisbury-Schulz Co., rubber dates, etc.	9.20
Newton-Rotberick Mfg. Co., carbon paper	4.02
Shea, Smith & Co., sponges	3.60
A. B. Dick Co., mimeograph supplies	3.20
H. G. Wilson, Sec'y, cash expenditures, April, 1921	620.80
	$10,108.18

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Rental Collection:
Marshall Field & Co., books $456.97

Jackson Fund:
American Printing House for the Blind, books $26.60

Ryder Fund:
Kroch's International Bookstore, books .. $ 6.75

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends that leaves of absence be granted as follows:

Clara Conlan, senior assistant, three months from May 16.

Elsie Barton, junior assistant, extension of leave from May 4 to June 6.

Faith Mix, principal assistant, extension of leave for one month from May 1.

Respectfully submitted,
R. G. SHUTTER,
JAMES J. HEALY,
CHAS. E. SCHICK,
Committee on Administration.

CHICAGO, May 9, 1921.

He, also, presented the list of vacancies and appointments for April, 1921, which was received and ordered published.

The following is the list:

Appointments.

Page (Temp.): Willard Becker, April 11.

Junior Assistants (Temp.): Virginia Bacon, April 12; Harry Berman, April 18; Dorothy Cessford, April 12; Loraine Fischer, April 15; Anna Fox, April 6; Joseph Levitas, April 18; Delight Stross, April 11; Jeannie Vantoch, April 14.

Janitors (Temp.): Joseph F. Bushbaum, April 4; Joseph Zemba, April 19.

Separations.

Pages: Julian Ebert, April 10; Enart Schmidt, April 28.

Junior Assistants: Mary B. Baker, April 10; Willard Becker, April 10; Lincoln Grunwald, April 16; Dorothy Jacobsen, April 10; Delight Stross, April 13

Janitor: Joseph Bushbaum, April 14.

Elevator Operator: Charles P. Ryan, April 6.

Automobile Operator: Joseph F. Bushbaum, April 3.

Resignation.

Senior Assistant: Edith Hunter, April 10.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Lewis Institute, rent, W. Madison Street Branch	$ 225.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius Fuermann, rent, Logan Square Branch	150.00
John Makovsky, rent, West North Ave. Branch	150.00
Julius H. Isacowitz, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	125.00
Hermon Beardsley Butler House, rent, Butler Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current	181.73
Peoples Gas Light & Coke Co., gas	9.75
Consumers Co., coal	36.34
Illinois Bell Telephone Co., telephone service	202.71
H. J. Troch, street sprinkling	6.50
Chicago Linen Supply Co., clean towel supply	142.61
Individual Towel & Cabinet Service Co., clean towel supply	50.05
Toll Bros., laundering towels	5.50
Haegele Ice Co., ice	29.36
Citizens Service Bureau, removing cinders and street sprinkling	81.00
John J. McGrath, muslin signs	35.00
Pottinger-Flynn Coal Co., coal	1 888.71
J. E. Rhoads & Sons, belting	57.86
Lammert & Mann Co., labor and material making packing sleeves	50.41
Atlas Waste Mfg. Co., waste	18.25
International Electric Lamp Co., electric lamps	130.00
Inland Electric Co., electrical supplies	10.62
Manhattan Electrical Supply Co., dry cells	6.60
Sherwin Williams Co., soap	48.20
Armour Soap Works, soap	24.09
L. Gould & Co., can and funnel	5.65
G. B. Davidson, second annual installment liability insurance	1,884.21
George Green Lumber Co., compo boards	46.08
E. Baggot Co., plumbing	15.44
Standard Oil Co., gasoline	160.04
Valvoline Oil Co., oil	36.85
Republic Truck Sales Co., automobile parts	120.75
Samuel Harris & Co., machinists' supplies	24.17
Glenn E. Holmes, auto parts	4.90
Wayman & Murphy Co., repairs to automobile	27.50
Gallagher-Mihell Mfg. Co., waste	14.28
W. H. Salisbury Co., belting	5.34
Maypole Garage, auto storage	20.00
John Wojtalewicz, auto storage	10.00
H. G. Wilson, Sec'y, cash expenditures, April, 1921	160.82
	$6,711.32

REPORTS.

The Librarian presented his statistical report for the month of April, 1921, which was received and ordered published.

NEW BUSINESS.

The President, Director Barr, in accordance with the action of the Board March 14, 1921, authorizing him to appoint a special committee to make the necessary arrangements for participation by the library in the Pageant of Progress, to be held at the Municipal Pier, designated the members of the Committee as follows:

Directors Barr, Tollkuehn and Shutter.

The President, Director Barr, presented the following

MEMORIAL MINUTE.

The Board of Directors of the Chicago Public Library desires to place upon the records this official notice of the death of their honored colleague, Robert J. McLaughlin, which took place on Monday, May 2, 1921; and also to express the regard and esteem in which their late fellow-member was held among them, and their sorrow at his passing.

Mr. McLaughlin was called away while in the full vigor of manhood, active in

many affairs, public-spirited and efficient. The City of Chicago has lost a valued citizen and one whose pride in her progress caused him gladly to lend his capable aid in her interest. The Board of Directors of the Public Library has lost a useful member and a well-beloved friend, whose absence from its councils will be felt as a personal and official loss.

It is therefore ordered that this minute be spread upon the records and that a copy thereof be transmitted to the bereaved family.

The President, Director Barr, moved the adoption of the resolution.

Carried by rising vote.

On motion of Director Tollkuehn, the Board adjourned.

A. L. Wilson

Secretary.

REPORT OF LIBRARIAN FOR APRIL, 1921.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of April was 565,650; for the corresponding month of the previous year, 637,388. The circulation was from the following sources:

Central Library	85,945
Branches	328,046
Stations	26,487
Traveling Libraries	93,168
Deposits	28,460
Branch Reference	3,544
	565,650

The following is a summary of the books obtained at the Central Library:

Main Collection	34,847
Open Shelf	37,799
Hughes Room	5,847
Music Room	3,440
Information Desk	1,727
Books for the Blind	1,199
Documents	458
Miscellaneous	628
	85,945

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	12,518	314	12,832
Austin High	6,382	....	6,382
Bessemer Park	7,646	284	7,930
Blackstone	11,549	343	11,892
Butler House	8,999	143	9,142
Douglas Park	15,069	349	15,418
Eckhart Park	6,678	278	6,956
Englewood High	3,843	....	3,843
Hamilton Park	9,112	189	9,301
Hamlin Park	6,080	136	6,216
Hardin Square	5,663	168	5,831
Harrison High	4,859	...	4,859
Hebrew Institute	7,429	74	7,503
Holstein Park	7,904	241	8,145
Humboldt	12,515	1,365	13,880
Independence Park	6,576	223	6,799
Kelly	16,444	311	16,755
Kosciuszko	4,035	57	4,092
Lake View High	5,761	....	5,761
Legler	21,842	278	22,120
Lewis Institute	14,718	382	15,100
Lincoln Center	9,266	368	9,634
Lindblom High	2,753	....	2,753
Logan Square	11,513	387	11,900
Marshall High	4,864	...	4,864
Ogden Park	10,354	171	10,525
Rogers Park	9,543	171	9,714
Seward Park	5,091	304	5,395
Senn High	6,420	....	6,420
Shedd Park	11,009	353	11,362
Sheridan Park	14,653	263	14,916
Sherman Park	8,414	297	8,711
Stanton Park	2,880	95	2,975
Walker	4,193	50	4,243
West North Ave	11,369	416	11,785
Woodlawn	20,102	790	20,892
Total	328,046	8,800	336,846

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	1,246	1	1 247
Armitage	525	17	542
Assoc. House	4,083	1,418	5,501
Avondale	1,460	53	1,513
Birchwood	1,283	..	1,283
Campbell Park	434	..	434
Chase House	573	22	595
Cheltenham	1,592	33	1,625
Chicago Ave	747	86	833
Chicago Lawn	2,883	..	2,883
Cicero Ave	981	76	1,057
Clearing	803	..	803
Cleveland	2,538	299	2,837
Dauphin Park	1,379	46	1,425
Drexel	414	66	480
Dunning	1,542	..	1,542
East Rogers Park	1,196	79	1,275
Edison Park	956	..	956
East Sixty-first St.	825	80	905
Eleanor Soc. Center	932	..	932
Fernwood	1,068	..	1,068
Gads Hill Center	1,323	..	1,323
Gage Park	1,840	..	1,840
Garden Homes	954	..	954
Grand Ave	1,041	602	1,643
Grand Crossing	919	46	965
Gresham	1,489	44	1 533
Hegewisch	1,239	..	1,239
Henry Booth House	563	..	563
Hermosa	1,033	633	1,666
House of Happiness	991	..	991
Howell Neighbor	124	..	124
Irving Park	724	56	780
Jefferson Park	2,576	..	2,576
Kedzie	3,820	..	3.820
Lake View	675	..	675
Larrabee St.	1,579	519	2,098
Lawndale	2,360	..	2.360
LeMoyne	2,515	109	2,624
Longwood	873	..	873
Madison Street	227	131	358
Mayfair	1,191	..	1,191
Montrose	1,559	..	1,559
North Clark St	593	140	733
Norwood Park	926	..	926
Olivet Baptist Ch.	29	..	29
Park Manor	3,841	450	4,291
Ravenswood	2,174	192	2,366
Roseland	2 496	117	2,613
St. Louis	953	37	990
Samaritan	1,551	..	1,551
S. Ashland Ave	1,333	1,212	2,545
S. Western Ave	1,069	285	1,354
Southport Avenue	862	97	959
Trumbull Park	1,511	..	1,511
Wakeford	1,486	109	1,595
Washing'n Heights	849	..	849
West Division St.	1,795	..	1,795
West Harrison St.	802	576	1,378
West Pullman	2,276	..	2,276
West Ravenswood	2,640	191	2,831
West Twelfth St.	2,295	1,710	4,005
West 16th St	3,056	816	3,872
Wieboldt	2,549	330	2,879
Windsor Park	1,007	..	1,007
Totals	93,168	10,678	103,846

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	328,046	8,800	336,846
Traveling Libraries	93,168	10,678	103,846
Business House Libraries	20,576	745	21,321

Special Deposits	7,884	.....	7,884
Branch Reference	3,544	.....	3,544
Totals	453,218	20,223	473,441

Of the 26,487 books supplied through the Stations Department, 8,800 were sent to 29 branches and 17,687 to 55 stations. The books supplied for the same month of the preceding year numbered 38,425 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 21,756.

REFERENCE ROOM.

Number of books issued from stacks 30,840
Number of recorded visitors 13,326

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,544; reference questions, 1, 565.

ARTS AND CRAFTS ROOM.

Books consulted, 4,981. Visitors, 1,129.

HUGHES ROOM.

Volumes circulated, 5,847; pictures circulated, 3,771; recorded visitors, 3,807. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 2,635; directories consulted, 3,142; bound documents used, 1,559; books, 1,308; pamphlets, 17,535; visitors, 7,158.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 5,370; bound newspapers, 499. Visitors, 1,520.

STUDY ROOM.

Books consulted, 1,577. Visitors, 3,865.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,174. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 91,620.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,588; issued in April of the previous year, 6,801.

Number of juvenile cards issued, 1,543; research cards, 3; teachers' cards, 118. The number of three-year cards outstanding is 228,622.

BINDERY DEPARTMENT.

Number of books at binderies April 1, 1921	6,030
Number of books sent to binderies in April, 1921	7,121
Total number of books at binderies in April, 1921	13,151
Number of books received from binderies in April, 1921	7,673
Number of books at binderies May 1, 1921	5,478
Number of books repaired in Library in April, 1921	5,229

GROWTH OF THE LIBRARY.

The total number of volumes in the Library April 30, 1921, was 1,097,540. Received since January 1, 1921, 37,214; since April 1, 1921, 11,305. Books worn out and discarded since January 1, 1921, 12,374; since April 1, 1921, 3,083. Books lost and paid for since January 1, 1921, 2,119; since April 1, 1921, 613. Books found and money refunded since January 1, 1921, 300; since April 1, 1921, 71.

CARL B. RODEN,
Librarian.

CHICAGO, May 9, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MAY 23, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Beroth and Tollkuehn.

Absent—Directors Schick, Cuneo and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held May 9, 1921, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Beroth, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	683 vols., (9 pamphlets)	$1215.00
Thomas Hughes Collection:	4 vols.,	6.00
Civics Collection:	4 vols., (8 pamphlets)	15.00
Branch Collection:	564 vols.,	844.00
High School Collection:	23 vols.,	35.00
Deposit Collection:	294 vols.,	366.00
Rental Fund:	163 vols.,	212.00
	1735 vols., (17 pamphlets)	$2693.00

Respectfully submitted,

FRANK F. TOLLKUEHN,
CARL O. BEROTH,
Committee on Library.

CHICAGO, May 23, 1921.

Director Tollkuehn moved, on behalf of the Committee, that the Librarian be given authority to publish a catalog of books for the blind at an estimated cost of $50.00.

The motion was concurred in.

Director Tollkuehn presented an invitation from the Board of Directors of the John Crerar Library inviting the Board to attend the dedication exercises of the new library building, and moved that the Secretary be delegated to represent the Board at the exercises.

Carried.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Beroth, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended, with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Lora A. Rich, head assistant, May 16.

Louis M. Kaplan, messenger, May 25.

Edmund Callahan, page, May 22.

It is further recommended that leaves of absence be granted as follows:

Florence L. Berg, principal assistant, one month from August 1.

Vivian G. Harsh, principal assistant, from July 26 to September 3, incl.

Alice E. Karno, senior assistant, one month from July 1.

Edith S. Ludden, senior assistant, from May 23 to June 20, incl.

Marion Oliver, senior assistant, three months from July 1.

Leah TenCate, senior assistant, from July 25 to September 2, incl.

Jennie H. Manley, book repairer, from May 16 to June 13, incl.

Julius Mishkin, page, from June 2 to September 3, incl.

That compensation be granted to Faith Mix, principal assistant, Branch Department, for time lost through illness from November 26, 1920, to May 15, 1921, at the rate of one-half salary.

That authority be given for closing the branch libraries on Saturday afternoons at one o'clock during July and August.

That requisition be made on the Civil Service Commission for one additional assistant operating engineer for twelve weeks, over the vacation period, at a salary of $175 per month.

Respectfully submitted,

R. G. SHUTTER,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, May 23, 1921.

SPECIAL COMMITTEE ON LEGISLATION.

The Secretary, on behalf of the Committee, reported progress in matters of legislation at Springfield.

NEW BUSINESS.

Director Healy moved that the Secretary be authorized to make arrangements with the Reliance State Bank for deposits of moneys collected at the Lewis Institute Branch, 1943 West Madison street.

Carried.

On motion of Director Healy, the Board adjourned.

H. L. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JUNE 13, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Beroth and Tollkuehn.

Absent—Directors Cuneo and Sproul.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held May 23, 1921, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	728 vols., (6 pamphlets)	$ 896.00
Thomas Hughes Collection:	5 vols.,	7.00
Civics Collection:	11 vols., (13 pamphlets)	32.00
Deposit Collection:	643 vols.,	578.00
Branch Collection:	468 vols.,	635.00
High School Collection:	43 vols.,	61.00
Picture Collection:	1820 pictures	209.00
Rental Fund:	136 vols.,	175.00
Beecher Fund:	3 vols.,	4.00
	2037 vols., (19 pamphlets) (1820 pictures)	$2597.00
Chicago Newspapers—Jan. 1, 1921-July 1, 1921:		$90.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $87.05, be paid from the incidental fund.

We further recommend that the Secretary be authorized to send a deposit of $500 to the Library of Congress for printed catalog cards required by the several departments.

Respectfully submitted,

FRANK F. TOLLKUEHN,
CARL O. BEROTH,
Committee on Library.

CHICAGO, June 13, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Otto Harrassowitz, books, Marks 16,044.45 (est.)	$ 248.68
J. Terquem, books, Francs 321.20 (est.)	26.00
Marshall Field & Co., books	5,820.77
H. R. Huntting Co., books	200.00
Kroch's International Bookstore, books	181.49
A. L. A. Publishing Board, books	180.00
Morris Bernstein, books	84.00
Albert Bonnier Publishing House, books	69.90
L. H. Lund, books	61.08
American Printing House for the Blind, books	43.35
C. V. Ritter, books	27.00
Thomas Publishing Co., books	16.00
Morris Book Shop, books	15.00
West Publishing Co., books	15.00
John Howell, books	10.00
A. C. McClurg & Co., books	7.00
Atlas Printing Co., books	5.00
F. Pancner, books and subscriptions	4.08
R. S. Henshaw, subscriptions	89.99
Geo. E. Koehler & Son, binding	1,110.88
Brabandt & Valters Book Binding Co., binding	1,062.51
Hebn & Hoth, binding	753.85
Sigurd Gulbrandsen, binding	691.80
Burgmeier Book Bindery, binding	478.50
Northwestern Bindery, binding	447.17
William H. Simpson, marking on backs of books	156.00
Arabol Mfg. Co., glue	22.98
Slade, Hipp & Meloy, gummed muslin	15.00
Tucker-Kenworthy Co., printing	112.00
J. Manz Engraving Co., halftones	15.33
J. W. Butler Paper Co., paper	103.60
Swigart Paper Co., paper	200.50
Parker, Thomas & Tucker Paper Co., paper	55.35
Bradner Smith & Co., paper and envelopes	24.40
Gaw-O'Hara Envelope Co., envelopes	73.04
Cameron, Amberg & Co., printing, etc.	222.30
James Watson & Co., printing	97.25
Max Stern's Sons Co., printing	58.25
Mead & Wheeler Co., cards	123.34
Crown Ribbon and Carbon Mfg. Co., ribbon coupon books	72.00
Geo. E. Cole & Co., stationery	45.86
American Multigraph Sales Co., supply contract	25.00
Remien & Kubnert Co., wall paper	13.92
Gerts, Lumbard & Co., brushes	12.50
Dennison Mfg. Co., paper fasteners, cardholders, etc	3.95
H. G. Wilson, Secy, cash expenditures, May, 1921	468.79
	$13,570.41

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Rental Collection:
Marsball Field & Co., books $331.20

Ryder Fund Income:
Marshall Field & Co., books $9.67

Beecher Fund Income:
Clayton F. Summy Co., books $4.50

He, also, presented a voucher in favor of the Librarian of Congress, in the sum of $500.00 for catalog cards, and moved that it be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Elsie H. Barton, junior assistant, June 21.

Rosella A. Scofield, senior assistant, June 16.

Bessie Markson, principal assistant, June 25.

It is further recommended that leaves of absence be granted as follows:

Agnes Donoghue, senior assistant, from July 5 to October 1.

Fred Klineman, elevator operator, three months from May 26.

Samuel Friedman, page, from July 11 to September 3, incl.

Mollie Sugerman, senior assistant, extension of leave for one month from June 11.

Jennie H. Manley, book repairer, extension of leave for one month from June 13.

Respectfully submitted,
R. G. SHUTTER,
JAMES J. HEALY,
CHAS. E. SCHICK,
Committee on Administration.

CHICAGO, June 13, 1921.

He, also, presented a bill from the United States Audit Company in the sum of $43 75 for auditing the books and accounts of the Library for the quarter ended March 31, 1921, and moved that the bill be ordered paid.

Carried.

He, also, presented the list of vacancies and appointments for May, 1921, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp.): Louis Bowman, May 4; Mandel V. Haluska, May 23; Robert Holt, May 4; John W. Lynan, May 21; Joseph Wurm, May 26.

Junior Assistants (Temp.): Marguerite Burwell, May 20; Harold Carlson, May 31; Sam Gotcher, May 31; Sonia Green, May 26; Ellsworth Hilliard, May 18; Stanley Ingmanson, May 31; Milton L. Johnson, May 16; Samuel Lipschultz, May 6; Reynold Lundholm, May 31; Irene Manley, May 19; Hattie Olszak, May 2; Lola Parkins, May 23; Irene Van Heule, May 5; Elizabeth White, May 12.

Janitors (Temp.): Joseph Bushbaum, May 2; Carl K. Millard, May 9; Steve S. Renkosicwicz, May 9.

Elevator Operators (Temp.): Cornelius Mulroy, May 2; Charles P. Ryan, May 11.

Carpenter (Temp): Bert E. Harris, May 9.

Separations.

Page: Edwin Flucke, May 15.

Junior Assistants: Olive J. Dolson, May 25; Halbert Harley, May 3; Irene Manley, May 26; Isadore Shorris, May 4.

Elevator Operator: Cornelius Mulroy, May 22.

Resignations.

Page: Edmund Callahan, May 22.
Messenger: Louis M. Kaplan, May 25.
Head Assistant: Lora A. Rich, May 16.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Lewis Institute, rent, W. Madison Street Branch	$ 225.00
John Makovsky, rent, West North Ave. Branch	200.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius Fuermann, rent, Logan Square Branch	150.00

Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	125.00
S. J. Christley, rent, Edison Park Branch	20.00
Hermon Beardsley Butler House, rent, Butler Branch	25.00
Commonwealth Edison Co., electric current	164.70
Peoples Gas Light & Coke Co., gas	10.44
Consumers Co., coal and wood	158.49
Illinois Bell Telephone Co., telephone service	188.89
H. J. Troch street sprinkling	6.50
Chicago Linen Supply Co., clean towel supply	131.58
Individual Towel & Cabinet Service Co., clean towel supply	46.88
Toll Bros., laundering towels	16.88
Haegele Ice Co., ice	32.72
A. P. W. Paper Co., toilet supplies	81.00
James S. Kirk & Co., soap	7.00
Bullard & Gormley Co., hardware	4.45
Marshall Field & Co., shelf and tumbler holder	6.50
City Collector, elevator inspections	44.00
Hyde Park Awning Co., storage, etc., of awning	15.00
Pottinger-Flynn Coal Co., coal	1,408.81
United States Rubber Co., engineer supplies	16.61
Crane Co., engineers' supplies	3.11
John Mohr & Sons, repairs to boiler	79.70
W. H. Salisbury Co., rubber hose	9.00
American Boiler Welding Co., welding	7.00
Citizens Service Bureau, removing cinders, etc	66.96
Gallaher & Speck, machinists' supplies	67.16
Inland Electric Co., electrical supplies	13.75
Western Polishing Cloth Co., cheese cloth, etc	73.32
L. Gould & Co., mops, etc	52.95
Fuller-Morrisson Co., janitor supplies	5.45
Library Bureau, shelving, etc	174.11
Allen Filter Service, cooler and bottle	19.50
G. B. Davidson, insurance on library property in high school branches	25.00
Indestructo Awning Co., awning, Sheridan Branch	212.00
E. Baggot Co., plumbing	35.10
Standard Oil Co., gasoline	163.05
Chicago Auto Equipment Co., oil	23.63
Republic Truck Sales Corp., auto parts	81.99
Swinehart Tire and Rubber Co., rubber tires	79.92
Samuel Harris & Co., machinists' supplies	12.65
John Wojtalewicz, auto storage	10.00
John J. McGrath, signs on doors and windows, Sheridan Branch	125.80
Henry Landgraf, hanging and taking down station signs	62.00
H. G. Wilson, Secy, cash expenditures, May, 1921	235.41
	$5,189.01

REPORTS.

The Librarian presented his statistical report for May, 1921, which was received and ordered published.

On motion of Director Schick, the Board adjourned.

H. G. Wilson

Secretary.

REPORT OF LIBRARIAN FOR MAY, 1921.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of May was 533 577; for the corresponding month of the previous year, 571,167. The circulation was from the following sources:

Central Library	75,239
Branches	315,513
Stations	23,445
Traveling Libraries	88,927
Deposits	27,049
Branch Reference	3,404
	533,577

The following is a summary of the books obtained at the Central Library:

Main Collection	29,329
Open Shelf	34,503
Hughes Room	4,711
Music Room	3,041
Information Desk	1,611
Books for the Blind	1,250
Documents	275
Miscellaneous	519
	75,239

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	10,937	235	11,172
Austin High	9,692	....	9,692
Bessemer Park	7,164	269	7,433
Blackstone	10,847	328	11,175
Butler House	7,985	139	8,124
Douglas Park	14,564	282	14,846
Eckhart Park	7,412	135	7,547
Englewood High	6,580	....	6,580
Hamilton Park	9,002	199	9,201
Hamlin Park	5,202	117	5,319
Hardin Square	5,045	140	5,185
Harrison High	6,369	...	6,369
Hebrew Institute	6,488	87	6,575
Holstein Park	6,094	237	6,331
Humboldt	11,318	1,259	12,577
Independence Park	5,815	169	5,984
Kelly	15,157	318	15,475
Kosciuszko	4,252	70	4,322
Lake View High	8,396	....	8,396
Legler	19,456	232	19,688
Lewis Institute	13,045	296	13,341
Lincoln Center	8,251	386	8,637
Lindblom High	3,870	....	3,870
Logan Square	9,711	391	10,102
Marshall High	5,879	...	5,879
Ogden Park	9,099	121	9,220

Rogers Park	8,820	106	8,926
Seward Park	4,532	294	4,826
Senn High	8,560	....	8,560
Shedd Park	9,795	286	10,081
Sheridan Park	14,452	340	14,792
Sherman Park	7,506	299	7,805
Stanton Park	2,890	67	2,957
Walker	3,893	37	3,930
West North Ave	9,749	344	10,093
Woodlawn	17,686	734	18,420
Total	315,513	7,917	323,430

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	1,237	..	1,237	Gresham	1,475	37	1,512
Armitage	567	19	586	Hegewisch	1,205	..	1,205
Assoc. House	4,481	1,333	5,814	Henry Booth House	527	..	527
Avondale	1,462	49	1,511	Hermosa	989	594	1,583
Birchwood	1,283	..	1,283	House of Happiness	1,378	..	1,378
Campbell Park	449	..	449	Howell Neighborh'd	588	.,.	588
Chase House	965	18	983	Irving Park	671	54	725
Cheltenham	1,561	22	1,583	Jefferson Park	2,360	..	2,360
Chicago Ave	692	60	752	Kedzie	3,751	..	3,751
Chicago Lawn	2,775	..	2,775	Lake View	525	..	525
Cicero Ave	901	61	962	Larrabee St.	1,468	519	1,987
Clearing	835	..	835	Lawndale	2,291	..	2,291
Cleveland	2,641	238	2,879	LeMoyne	2,381	123	2,504
Dauphin Park	1,412	56	1,468	Longwood	777	..	777
Drexel	335	56	391	Mayfair	1,032	..	10,32
Dunning	1,400	..	1,400	Montrose	1,372	..	1,372
East Rogers Park	1,130	82	1,212	North Clark St	528	129	657
Edison Park	945	..	945	Norwood Park	915	..	915
East Sixty-first St.	758	88	846	Olivet Baptist Ch.	566	..	566
Eleanor Soc. Center	1,114	..	1,114	Park Manor	3,665	391	4,056
Fernwood	862	..	862	Ravenswood	1,791	209	2,000
Gads Hill Center	1,021	..	1,021	Roseland	2,211	71	2,282
Gage Park	1,755	..	1,755	St. Louis	979	32	1,011
Garden Homes	763	..	763	Samaritan	1,546	..	1,546
Grand Ave	873	481	1,354	S. Ashland Ave	1,330	970	2,300
Grand Crossing	831	36	867	S. Western Ave	966	269	1,235

Southport Avenue..	644	84	728	West Ravenswood.	2,444	166	2,610
Trumbull Park....	1,352	..	1,352	West Twelfth St..	1,994	1,657	3,651
Wakeford	1,175	91	1,266	West 16th St.....	2,613	660	3,273
Washing'n Heights.	716	..	716	Wieboldt.....	2,170	301	2,471
West Division St..	1,787	..	1,787	Windsor Park.....	935	..	935
West Harrison St..	751	489	1,240				
West Pullman.....	2,011	..	2,011	Totals...	88,927	9,445	98,372

SUMMARY	DIRECT	STATIONS	TOTAL
Branches...	315,513	7,917	323,430
Traveling Libraries.	88,927	9,445	98,372
Business House Libraries.....	19,151	620	19,771
Special Deposits.	7,898	.....	7,898
Branch Reference	3,404	.....	3,404
Totals.....	434,893	17,982	452,875

Of the 23,445 books supplied through the Stations Department, 7,917 were sent to 29 branches and 15.528 to 53 stations. The books supplied for the same month of the preceding year numbered 33,368 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 21,343.

REFERENCE ROOM.

Number of books issued from stacks... 27,452

Number of recorded visitors..... ...11,911

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,404; reference questions, 1,310.

ARTS AND CRAFTS ROOM.

Books consulted, 4,340. Visitors, 988.

HUGHES ROOM.

Volumes circulated, 4,711; pictures circulated, 3,716; recorded visitors, 2,859; No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 1,706; directories consulted, 1,988; bound documents used, 904; books, 502; pamphlets, 11,910; visitors, 5,134

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted: Patents, 5,350; bound newspapers, 499. Visitors, 1,351.

STUDY ROOM.

Books consulted, 1,320. Visitors, 3,965.

READING ROOM.

Periodicals issued at the counter at Central Library, 8,000. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 67,029.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 4,610; issued in May of the previous year, 5,568.

Number of juvenile cards issued, 1,294; research cards, 3; teachers' cards, 88. The number of three-year cards outstanding is 227,586.

BINDERY DEPARTMENT.

Number of books at binderies May 1, 1921	5,478
Number of books sent to binderies in May, 1921	7,876
Total number of books at binderies in May, 1921	13,354
Number of books received from binderies in May, 1921	6,097
Number of books at binderies June 1, 1921	7,275
Number of books repaired in Library in May, 1921	5,313

GROWTH OF THE LIBRARY.

The total number of volumes in the Library May 31, 1921, was 1,101,172. Received since January 1, 1921, 43,335; since May 1, 1921, 6,121. Books worn out and discarded since January 1, 1921, 14,386; since May 1, 1921, 2012. Books lost and paid for since January 1, 1921, 2,596; since May 1, 1921, 477. Books found and money refunded since January 1, 1921, 370; since May 1, 1921, 70.

CARL B. RODEN,
Librarian.

CHICAGO, June 13, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JUNE 27, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held June 13, 1921, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

In the absence of a majority of the members of the Committee, Director Tollkuehn moved that the matters in the hands of the Committee be considered in open Board.

Carried.

Director Tollkuehn presented the following list of books recommended by the Librarian and moved that the books be ordered purchased.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Main collection:	588 vols., (1 pamphlet)	$ 712.00
Civics collection:	3 vols., (6 pamphlets)	164.00
Deposit collection:	130 vols.,	172.00
Branch collection:	253 vols.,	359.00
High school collection:	19 vols.,	30.00
Rental fund:	48 vols.,	78.00
	1041 vols.,	$1515.00

Director Tollkuehn presented the following statement:

Under date of June 8th inst. your Committee on Library caused invitations to be published for sealed bids for supplying current American books, and for binding, re-enforcing and repairing books for the Library during the year beginning July 1, 1921. These bids were opened at noon today in the presence of the bidders.

Bids were received for supplying books offering discounts in accordance with the following scale:

	Regular Net	Technical and Text Books	Popular Copyrights	Burt Home Library
Marshall Field & Co.....	25% discount	10% discount	65 cents	.....
A. C. McClurg & Co....	33⅓% discount	14% discount	66 cents	82 cents

It is recommended that a contract for supplying such books for the year ending June 30, 1922, be entered into with A. C. McClurg & Co. at the above figures.

Bids for medium grade binding and repair work show a material decline from prices asked a year ago. Bids were received from all of the five firms now doing library work of this grade and from one additional binder, who bids on full buckram bindings only.

The fact that the aggregate capacity of all the shops bidding is below the quantity of work required by the Library makes it necessary to avail ourselves of the services of all of them so far as practicable. Analysis of schedules of prices offered for various sizes of books and various materials by each of the binders indicates a practical agreement in quotations on the principal classes of work. Figures were submitted for nine sizes and four materials, the latter being half moroceo, half roan, half pigskin, half goatskin and buckram. As very much the greater quantity of our medium grade binding is now done in buckram, and as the prices offered on this material are substantially alike or can be adjusted by further conference, it is recommended:

That all the bids on medium grade binding be accepted as submitted, with the reservation that two of the binders, Geo. E. Koehler & Son and Sigurd Gulbrandsen, be asked to revise their schedules in such items as appear to be too high as compared with the other quotations.

That work be allotted on the following basis conforming to capacity:

Brabandt & Valters,	25	per cent.
George E. Koehler & Son,	25	"
Hehn & Hoth,	20	"
Northwestern Bindery,	15	"
Sigurd Gulbrandsen,	10	"
William H. Simpson,	5	"

Provided, that if George E. Koehler & Son and Sigurd Gulbrandsen decline to make the suggested revision, the quota above allotted to them be proportionately divided among the other firms named.

Only one bid each for resewing in old covers and for binding reference books and periodicals was received from George E. Koehler & Son and the Burgmeier Book Bindery respectively. It is recommended that these classes of work be given to the firms mentioned according to their bid.

Director Tollkuehn moved that the recommendations as to the awarding of contracts for supplying books for the year beginning July 1, 1921, be awarded to A. C. McClurg & Co., and that the contracts for binding be awarded to the various bidders in accordance with their bids and the recommendations as set forth in the above statement.

Carried.

Yeas — Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report signed by a majority of the members of the Committee:

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

I. Senior Assistants: Gertrude Hayes, June 19; Helen L. Kittilsby, June 25; Florence C. Sweet, June 20.

II. It is further recommended that J. Frank James, head assistant, be granted an extension of his leave of absence for three months from June 1, 1921.

III. That authority be given for requisition upon the Civil Service Commission for one junior assistant, male, at $1020 per annum, one senior assistant with special language qualification for the Catalog Department at $1200 per annum, and one junior assistant for the Delivery Department at $780 per annum.

Respectfully submitted,

R. G. SHUTTER,
CHAS. E. SCHICK,
Committee on Administration.

CHICAGO, June 27, 1921.

The report was considered *seratim.*

Director Shutter moved that the recommendations in sections one and two be concurred in.

Carried.

Director Shutter moved that the recommendations in section three be concurred in.

The motion was lost.

Yeas — Directors Shutter and Schick —2.

Nays—Director Healy—1.

Present and not voting—Director Tollkuehn and the President—2.

SPECIAL COMMITTEES.

On behalf of the Special Committee on Legislation, the Secretary reported that the following bills had been passed by the General Assembly in Springfield at the session just closed:

House Bill No. 225, which amends the State Library Act by increasing the tax rate for library purposes in cities of over 100,000 inhabitants from six and two-thirds tenths to eight tenths of a mill on the dollar of assessed valuation.

House Bill No. 849, which amends the Juul Act by increasing the minimum rate to which the library rate may be scaled in cities of over 100,000 inhabitants to eight tenths of a mill on the dollar of assessed valuation. This amendment makes the maximum and minimum rate for library purposes in cities of over 100,000 inhabitants the same, viz., eight tenths of a mill, an increase from five and one-third tenths of a mill, the former minimum.

House Bill No. 530, which provides that the Board of Directors of the Public Library shall turn over to the Pension Fund all moneys collected as fines for the retention of books beyond the time prescribed by the by-laws of the Board.

The report was received and the Committee discharged.

The President, Director Barr, stated that the Secretary of the Board in working for the library legislation at Springfield since February 24th ult. had put in a great deal of extra time both at Springfield and in his office and had incurred extra expense personally, and suggested that the Board allow him extra compensation to cover these items.

Director Healy moved that the Secretary be allowed the sum of five hundred dollars as extra compensation for services at the General Assembly of the State of Illinois during the session of 1921 in connection with matters of interest to the

Public Library, said amount to be paid from the incidental fund.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

On motion of Director Healy, the Board adjourned.

H. R. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JULY 11, 1921.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned to meet Thursday, July 28, 1921, at five o'clock p. m.

H. L. Wilson
Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, THURSDAY, JULY 28, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held June 27, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The Secretary presented the following correspondence which was ordered spread upon the records:

Hon. James W. Breen,
First Assistant Corporation Counsel,
Chicago.

Dear Sir:—Will you kindly let me have your opinion on the following question relative to the right and legality of the members of the Board of Directors of the Chicago Public Library serving in

the capacity of directors after their terms have expired.

The Board consists of nine members, three appointed annually for a term of three years. The terms of three—R. G. Shutter, Charles E. Schick and Robert J. McLaughlin (since deceased) expired July 1, 1920. The terms of Alfred E. Barr, Frank F. Tollkuehn and Lawrence Cuneo expired July 1, 1921—Elliott W. Sproul resigned last fall after his election to Congress. This leaves but two members on our Board whose terms have not ex-expired.

The by-laws of the Board provide that a president and vice-president shall be elected at the first regular meeting in July of each year (Art. I).

The question is on the right of the members of the Board to meet, elect a president and vice-president and perform such other duties as may be necessary for the library to function properly.

Herewith a card showing the membership of our Board and a copy of the by-laws of the Board.

Very truly yours,
H. G. WILSON,
Secretary.

July 25, 1921.

City of Chicago,
Department of Law.
July 25, 1921.

Mr. Harry G. Wilson,
Secretary, The Chicago Public Library,
Chicago, Illinois.

Dear Sir:—I am in receipt of your communication of even date requesting me for an opinion on the right of the members of the Board of Directors of The Chicago Public Library to meet, elect a president and vice-president and perform such other duties as may be necessary for the library to function properly.

In reply I beg leave to advise you that sections two and three of Chapter 81 of Hurd's Rev. Stat. of Ill. of 1919 provide that when any city council shall have decided to establish and maintain a public library and reading room under the Library Act, the mayor of such city shall, with the approval of the city council, appoint a board of nine directors. The said directors shall hold office, one-third for one year, one-third for two years and one-third for three years, from the 1st of July following their appointment, and at their first regular meeting they shall cast lots for the respective terms. Section 3 also provides that the library directors shall hold office until their successors are appointed.

From an examination of the by-laws of The Chicago Public Library, it appears that Article I provides that the annual meeting of the Board of Directors of The Chicago Public Library for the election of a president and vice-president shall be held at the first regular meeting in July of each year.

Under law, the present directors of The Chicago Public Library are clothed with full power and authority to do and perform all acts, and to perform all duties necessary for the library to function properly. They have the right, and it is their duty, to meet and elect a president and a vice-president, and to discharge to the fullest extent their duties as members of the Board of Directors of The Chicago Public Library. It is immaterial whether or not the terms of some of the members may have expired. No successor having been appointed, their terms, under the express provisions of the statute, continue until the appointment and qualification of their successors. In my opinion they would have the power to continue to discharge the duties of members of the Board of Directors until the appointment of their successors, even if the statute were silent on that point; the statute not being silent but expressly providing that they shall continue in office until their successors are appointed and qualify, it is their duty to meet and to

transact any and all business that may be necessary.

Yours very truly,
James W. Breen,
Acting Corporation Counsel.

Director Shutter moved that the Board proceed with the election of officers.

Carried.

Director Shutter nominated Director Alfred E. Barr to succeed himself as president of the Board.

Director Shutter moved that the Secretary be instructed to cast the unanimous ballot of the Board for Alfred E. Barr for president.

Carried—Director Healy putting the question.

The ballot was so cast and Director Healy declared Director Alfred E. Barr elected President of the Board of Directors.

Director Shutter nominated Director James J. Healy to succeed himself as vice-president of the Board.

Director Shutter moved that the Secretary be instructed to cast the unanimous ballot of the Board for James J. Healy for vice-president.

Carried.

The ballot was so cast and the President declared Director James J. Healy elected vice-president of the Board of Directors.

The President, Director Barr, announced the following standing committees:

Library: Directors Tollkuehn, Beroth and Shutter.

Administration: Directors Shutter, Schick and Healy.

Buildings and Grounds: Directors Schick, Healy and Tollkuehn.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	526 vols.,	$ 723.00
Branch Collection:	459 vols.,	703.00
Deposit Collection:	218 vols.,	256.00
Civics Collection:	6 vols.,	39.00
Rental Fund:	65 vols.,	150.00
Ryder Fund:	3 vols.,	36.00
	1277 vols.,	$1907.00
American Printing House for the Blind: 19 vols., Braille		$51.95

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $43.81, be paid from the incidental fund.

Respectfully submitted,
FRANK F. TOLLKUEHN,
R. G. SHUTTER,
Committee on Library.

CHICAGO, July 28, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

B. F. Stevens & Brown, books and subscriptions, £159/-/1 (est.)	$ 594.70
Marshall Field & Co., books	5,399.53
Kroch's International Bookstore, books.	312.29
A. L. A. Publishing Board, books	200.15
H. W. Wilson Co., books and subscriptions	110.10
American Printing House for the Blind, books	64.45
F. C. Stechert Co., books	47.32
William Abbatt, books	15.00
F. Pancner, books	10.53
Lloyd's Register of Shipping, books	10.00
American Institute of Accountants, books	10.00
Albert Bonnier Publishing House, books	7.30
R. D. Szalatnay, books	7.27
McDonough & Co., books	5.00
Automobile Trade Directory, subscription	10.00
Brabandt & Valters Book Binding Co., binding	1,243.00
Geo. E. Koehler & Son, binding	875.48
Hehn & Hoth, binding	816.37
Burgmeier Book Bindery, binding	811.05
Sigurd Gulbrandsen, binding	790.43
Northwestern Bindery, binding	463.20
Wm. H. Simpson, marking on backs of books	140.62
Slade, Hipp & Meloy, gummed muslin	15.00
J. W. Butler Paper Co., paper	114.94
Tucker-Kenworthy Co., printing	94.00
Cameron, Amberg & Co., cutting and tabbing checks, etc	122.70
Max Stern's Sons Co., printing	92.50
James Watson & Co., printing	36.50
Thompson & Co., mimeographing	16.60
Mead & Wheeler Co., cards	123.80
Parker, Thomas & Tucker Paper Co., paper	59.62
Bradner Smith & Co., paper	55.07
Pilcher-Hamilton Co., paper	46.80
Swigart Paper Co., paper	8.92
L. Gould & Co., twine	56.32
Ioas Bros. Co., pencils and pass books	48.30
Dennison Mfg. Co., glue and gummed paper	38.50
Geo. E. Cole & Co., stationery	30.18
Rolle Rubber Co., rubber bands	15.00
Gerts, Lumbard & Co., brushes	10.05
Shelp Mfg. Co., stitched binder	9.00
A. B. Dick Co., mimeograph supplies	7.25
P. A. Salisbury-Schulz Co., rubber stamps	3.30
H. G. Wilson, Secy, cash expenditures, June, 1921	520.68
	$13,468.82

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Rental Collection:

Marshall Field & Co., books	$378.73

Ryder Fund:

Kroch's International Bookstore, books	36.00

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Senior Assistants: Belle B. Hyman, June 15; Mary C. Duncan, August 1.

Junior Assistants: Margaret J. Johnsen, July 10; Julia Nelson, August 15.

Page: William Schrero, July 10.

It is further recommended that leaves of absence be granted as follows:

Margaret J. Connelly, junior assistant, from July 22, 1921, to September 6, 1921.

Helen Hubbell, junior assistant, from July 1, 1921, to January 1, 1922.

Gladys Healy, junior assistant, extension of leave for three months from July 1, 1921.

Anna L. Hrdlicka, senior assistant, extension of leave for one month from July 15, 1921.

Respectfully submitted,

R. G. SHUTTER,
JAMES J. HEALY,
C. E. SCHICK,
Committee on Administration.

CHICAGO, July 28, 1921.

He, also, presented the list of vacancies and appointments for June, 1921, which was received and ordered published.

The following is the list;

Appointments.

Pages (Temp.): Jack Bell, June 20; Adolph Bergbauer, June 26; Harold Berkowitz, June 30; Harry Berman, June 26; Fletcher Creelman, June 23; Bernard Golata, June 26; Isadore Gordon, June 29; Vernon La Salle, June 6; Joseph Levitas, June 26; Michael McDermott, June 21; Richard McVey, June 26; C. John Malinauskas, June 20; Julius H. Rosenthal, June 26; Russell Seck, June 21; Louis S. Shapero, June 11; Harrison Wilson, June 27.

Junior Assistants (Temp.): Dorothy Archibald, June 27; Marjorie Culver, June 7; Dorothy Farrall, June 13; Bertha Gasper, June 28; Florence Grundman, June 1; George Healy, June 17; Robert W. Healy, June 17; Rose D. Heldmann, June 27; Julia Hoffman, June 27; Lillian Koeppe, June 28; Marguerite Laidley, June 27; Louise R. Macpherson, June 20; Benjamin Marcus, June 27; Irvine G. Mooney, June 21; Jacob Orloff, June 6; Mary Katharine Parsons, June 20; Irene H. Peterson June 27; Alexander Skrzypek, June 27; Eleanor Sullivan, June 14; Mary E. Waggoner, June 21; Joseph Wurm, June 6.

Janitors (Temp.): Reinhardt Formoe, June 18; Eggie Przislicki, June 9.

Elevator Operator (Temp.): Charles Stine, June 15.

3d Assistant Operating Engineer (Temp.): John Storck, June 21.

Separations.

Pages: Jack Bell, June 27; Earl Carlton, June 19; William Hauk, June 19; Robert Holt, June 25; Clarence Hotvedt, June 10; John W. Lynan, June 10; C. John Malinauskas, June 21; Russell Seck, June 30; Joseph Wurm, June 5.

Junior Assistants: Sara Asplind, June 25; Adolph Bergbauer, June 25; Harry Berman, June 25; Lucille Copeland, June 10; Bernard Golata, June 25; Sonia Green, June 21; Stanley Hinczewski, June 23; Vernon La Salle, June 5; Joseph Levitas, June 25; Samuel Lipschultz, June 3; Richard McVey, June 25; Samuel Marks, June 23; Katherine O'Malley, June 12; Henry Ryan, June 25; Frank Sullivan, June 29; George W. Wiborg, June 12.

Principal Assistants: Alvin Redberg, June 18; Raphael Ulveling, June 23.

Janitors: Charles Bergmann, June 10; Carl K. Millard, June 10; Eggie Przislicki, June 17.

Coat Room Attendant and Porter: Walter King, June 25.

Elevator Operator: Charles Stine, June 30.

Carpenter: Bert Harris, June 1.

Resignations.

Junior Assistant: Elsie Barton, June 21.

Senior Assistants: Gertrude Hayes, June 19; Helen Kittilsby, June 25; Rosella A. Scofield, June 16; Florence C. Sweet, June 20.

Principal Assistant: Bessie Markson, June 25.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Lewis Institute, rent, W. Madison Street Branch	$ 225.00
John Makovsky, rent, West North Ave. Branch	200.00
Louis Solomon, rent, Humboldt Park Branch	185.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	125.00
Hermon Beardsley Butler House, rent, Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current	167.81
Peoples Gas Light & Coke Co., gas	6.76
Illinois Bell Telephone Co., telephone service	177.43
H. J. Troch street sprinkling (branches)	6.50
Chicago Linen Supply Co., towel supply	104.76
Individual Towel & Cabinet Service Co., towel service	49.66
Haegele Ice Co., ice	60.84
H. Schultz & Co., music boxes	27.50
Cudahy Packing Co., soap powder	16.00
A. P. W. Paper Co., toilet supplies	15.38
Library Bureau, shelf pins	15.00

Wm. Gawne, Jr., lawn sprinkler parts....	9.42
Crescent Brush Works, brooms.....	7.50
Hammond Typewriting Co., repairing machines.....	5.20
Citizens Service Bureau, removing cinders	62.28
Pottinger-Flynn Coal Co., coal.....	1,228.81
Gallaher & Speck, machinists' labor, etc..	21.08
Birch Pump Valve Co., valves.....	16.80
Gallagher-Mihell Mfg. Co., wipers.....	16.17
Hills-McCanna Co., repairing lubricators.	16.09
Crosby Steam Gage and Valve Co., engineers' supplies.....	15.97
J. E. Rhoads & Sons, engineering supplies	12.43
Lunkenheimer Co , globe valves, etc.....	12.36
Leavitt Machine Co., pump cutter blades.	11.38
Private Telephone Installation Co., repairs on house phones.....	7.55
Inland Electric Co., electrical supplies....	6.92
West Disinfecting Co., insect powder.....	9.00
The Fair, polish.....	5.45
G. B. Davidson, insurance on Kelly Branch building and contents.....	175.00
Carson, Pirie, Scott & Co., linoleum.....	99.40
E. W. Mason Co., electrical work, Sheridan Branch.....	26.13
Geo. B. Carpenter & Co., storing and rehanging awnings.....	20.20
Alfred S. Alschuler, final payment professional services.....	796.28
Snead & Co., final payment bookstacks...	75.00
Standard Oil Co., gasoline.....	174.90
Valvoline Oil Co., oil.....	40.18
American Bosch Magneto Corporation, magneto parts.....	39.00
Beckley Ralston Co., auto parts.....	37.00
Glenn E. Holmes, auto parts.....	25.05
Republic Truck Sales Corp., auto parts..	21.55
Wayman & Murphy Co., auto parts.....	13.50
John Wojtalewicz, auto storage.....	10.00
Sherwin Williams Co., soap powder.....	75.71
H. G. Wilson, Secy, cash expenditures, June, 1921.....	368.95
	$5,319.90

He, also, presented a bill to reimburse the petty cash fund for expenditures during the month of July, 1921, in the amount of $584.88, and moved that the bill be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

REPORTS.

The Librarian presented his statistical report for the month of June, 1921, which was received and ordered published.

NEW BUSINESS.

Director Shutter moved that the question of closing the Library building Saturday afternoon, July 30, 1921, during the parade of the Pageant of Progress be referred to the Librarian with power to act.

Carried.

On motion of Director Shutter, the Board adjourned.

H. G. Wilson
Secretary.

REPORT OF LIBRARIAN FOR JUNE, 1921.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of June was 484,279; for the corresponding month of the previous year, 516,260. The circulation was from the following sources:

Central Library.....	73,226
Branches.....	272,630
Stations.....	21,719
Traveling Libraries.....	85,177
Deposits.....	28,503
Branch Reference.....	3,024
	484,279

The following is a summary of the books obtained at the Central Library:

Main Collection	26,314
Open Shelf	34,664
Hughes Room	4,514
Music Room	2,715
Information Desk	2,801
Books for the Blind	1,391
Documents	244
Miscellaneous	583
	73,226

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	10,714	233	10,947
Austin High	5,090	....	5,090
Bessemer Park	7,371	240	7,611
Blackstone	10,589	284	10,873
Butler House	8,218	143	8,361
Douglas Park	13,474	252	13,726
Eckhart Park	6,723	100	6,823
Englewood High	3,440	....	3,440
Hamilton Park	8,041	174	8,215
Hamlin Park	4,763	79	4,842
Hardin Square	4,207	91	4,298
Harrison High	3,060	...	3,060
Hebrew Institute	5,652	89	5,741
Holstein Park	5,175	238	5,413
Humboldt	10,812	1,218	12,030
Independence Park	5,707	160	5,867
Kelly	14,082	220	14,302
Kosciuszko	4,138	47	4,185
Lake View High	2,469	....	2,469
Legler	19,162	191	19,353
Lewis Institute	11,943	217	12,160
Lincoln Center	7,446	295	7,741
Lindblom High	1,270	....	1,270
Logan Square	9,726	277	10,003
Marshall High	3,148	...	3,148
Ogden Park	8,178	133	8,311

Rogers Park	8,025	89	8,114
Seward Park	3,708	246	3,954
Senn High	3,813	....	3,813
Shedd Park	9,326	244	9,570
Sheridan Park	14,273	261	14,534
Sherman Park	6,426	269	6,695
Stanton Park	2,713	58	2,771
Walker	3,536	28	3,564
West North Ave	9,061	317	9,378
Woodlawn	17,151	469	17,620
Total	272,630	6,662	279,292

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	1,278	..	1,278	Gresham	1,445	38	1,483
Armitage	472	22	494	Hegewisch	1,192	..	1,192
Association House	4,017	1,222	5,239	Henry Booth House	394	..	394
Avondale	1,272	38	1,310	Hermosa	1,029	588	1,617
Birchwood	1,366	..	1,366	House of Happiness	1,078	..	1,078
Campbell Park	397	..	397	Howell Neighborh'd	632	..	632
Chase House	980	17	997	Irving Park	626	42	668
Cheltenham	1,591	23	1,614	Jefferson Park	2,313	..	2,313
Chicago Ave	676	42	718	Kedzie	2,848	..	2,848
Chicago Lawn	2,792	..	2,792	Lake View	617	..	617
Cicero Ave	796	47	843	Larrabee St.	1,481	509	1,990
Clearing	666	..	666	Lawndale	2,369	..	2,369
Cleveland	2,359	246	2,605	LeMoyne	2,376	117	2,493
Dauphin Park	1,405	49	1,454	Longwood	775	..	775
Drexel	334	69	403	Mayfair	1,136	..	1,136
Dunning	1,398	..	1,398	Montrose	1,337	..	1,337
East Rogers Park	1,136	72	1,208	North Clark St	476	169	645
Edison Park	874	..	874	Norwood Park	850	..	850
East Sixty-first St.	686	87	773	Olivet Baptist Ch.	510	..	510
Eleanor Soc. Center	1,092	..	1,092	Park Manor	3,470	398	3,868
Fernwood	1,009	..	1,009	Ravenswood	1,943	181	2,124
Gads Hill	1,000	..	1,000	Roseland	2,254	64	2,318
Gage Park	1,259	..	1,259	St. Louis	939	28	967
Garden Homes	575	..	575	Samaritan	975	..	975
Grand Ave	957	483	1,440	S. Ashland Ave	1,073	862	1,935
Grand Crossing	960	42	1,002	S. Western Ave	747	318	1,065

Southport	581	86	667	West Ravenswood	2,792	167	2,959
Trumbull Park	1,261	..	1,261	West Twelfth St.	2,207	1,540	3,747
Wakeford	1,130	73	1,203	West 16th St.	3,075	559	3,634
Washing'n Heights	686	..	686	Wieboldt	1,972	265	2,237
West Division	1,773	..	1,773	Windsor Park	938	..	938
West Harrison	539	446	985				
West Pullman	1,991	..	1,991	Totals	85,177	8,909	94,086

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	272,630	6,662	279,292
Traveling Libraries	85,177	8,909	94,086
Business House Libraries	19,902	679	25,581
Special Deposits	8,601	.....	8,601
Branch Reference	3,024	.....	3,024
Totals	389,334	16,250	405,584

Of the 21,719 books supplied through the Stations Department, 6,662 were sent to 29 branches and 15,057 to 53 stations. The books supplied for the same month of the preceding year numbered 31,019 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 18,626.

REFERENCE ROOM.

Number of books issued from stacks 24,005
Number of recorded visitors 9,841

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,024; reference questions, 1,016.

ARTS AND CRAFTS ROOM.

Books consulted, 3,412. Visitors, 808.

HUGHES ROOM.

Volumes circulated, 4,514; pictures circulated, 2,058; recorded visitors, 3,541. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 1,913; directories consulted, 2,191; bound documents used, 1,077; books, 403; pamphlets, 11,940; visitors, 6,661.

PATENTS ROOM.

Patents consulted, 5,845. Visitors, 1,424.

STUDY ROOM.

Books consulted, 1,007. Visitors, 2,727.

CURRENT PERIODICALS AND NEWSPAPERS.

Periodicals issued at the counter at Central Library, 3,160; bound newspapers consulted, 568. No record was kept of the use of periodicals and current newspapers on open stands and racks. Total attendance, 50,436.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 4,664; issued in June of the previous year, 5,173.

Number of juvenile cards issued, 1,493; research cards, 14; teachers' cards, 91. The number of three-year cards outstanding is 232,904.

BINDERY DEPARTMENT.

Number of books at binderies June 1, 1921	7,275
Number of books sent to binderies in June, 1921	4,684
Total number of books at binderies in June, 1921	11,959
Number of books received from binderies in June, 1921	6,147
Number of books at binderies July 1, 1921	5,812
Number of books repaired in Library in June, 1921	4,784

GROWTH OF THE LIBRARY.

The total number of volumes in the Library June 30, 1921, was 1,097,135. Received since January 1, 1921, 49,560; since June 1, 1921, 6,225. Books worn out and discarded since January 1, 1921, 24,417; since June 1, 1921, 9,558. Books lost and paid for since January 1, 1921, 3,300; since June 1, 1921, 704. Books found and money refunded since January 1, 1921, 438; since June 1, 1921, 68.

CARL B. RODEN,
Librarian.

CHICAGO, July 28, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 8, 1921.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned to meet Monday, August 29, 1921, at five o'clock p. m.

H. L. Wilson
Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 29, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting of July 11, and of the adjourned regular meeting held July 28, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Philip Steele, President Local Union No. 556, International Union of Steam and Operating Engineers, in reference to the salaries of the engineers in the Library building.

Referred to the Committee on Administration.

From Joseph W. Morton, President Local No. 7, International Brotherhood of Stationary Firemen and Oilers, in reference to the salaries of the firemen, coal-passers and oilers of the Library building.

Referred to the Committee on Administration.

Messrs. Philip Steele and Joseph W. Morton appeared personally before the Board in reference to their communications.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	604 vols.,	$ 746.00
	(16 pams., 1440 picts.)	
Civics Collection:	36 vols.,	136.00
	(3 pams.)	
Branch Collection:	66 vols.,	77.00
Deposit Collection:	492 vols.,	574 00
Rental Fund:	42 vols.,	75.00
Ryder Fund:	2 vols.,	30.00
	1242 vols.,	$1638.00
	(19 pams., 1440 picts.)	

Also, that a list of miscellaneous bills herewith submitted, amounting to $45.75. be paid from the incidental fund.

We further recommend that authority be given for the purchase of 3,000 copies of the Book-shelf for Boys and Girls, at $45.00 per thousand, to be sold to patrons at five cents per copy.

Respectfully submitted,
FRANK F. TOLLKUEHN,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Aug. 29, 1921.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	405 vols.,	$ 755.00
Civics:	35 vols.,	24.00
Branches:	79 vols.,	165.00
Deposits:	259 vols.,	454.00
Picture Collection:	27 picts.,	4.00
Rental Collection:	139 vols.,	284.00
	917 vols.,	$1686.00
	(27 picts.)	

Respectfully submitted,
FRANK F. TOLLKUEHN,
R. G. SHUTTER,
Committee on Library.

Aug. 29, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Otto Harrassowitz, books, Marks 1462.75 (est.)	$ 20.00
Marshall Field & Co., books	2,292.19
H. W. Wilson Co., books and subscriptions	1,003.13
Morris Bernstein, books	519.83

A. C. McClurg & Co., books	352.37
A. L. A. Publishing Board, books	180.15
Kroch's International Bookstore, books	172.57
A. G. S. Josephson, books	115.00
American Printing House for the Blind, books	22.90
Kelly Publishing Co., books	20.00
United States Corporation Co., books	20.00
Electrical Trade Publishing Co., books	10.00
Albert Bonnier Publishing Company, books	9.22
F. Pancner, books	4.95
Prentice-Hall, subscriptions	60.00
A. W. Shaw Co., subscriptions	56.70
Dartnell Corporation, subscription	45.00
Standard Statistics, subscription	30.00
Hehn & Hoth, binding	1,583.72
Geo. E. Koehler & Son, binding	1,148.25
Northwestern Bindery, binding	464.65
Sigurd Gulbrandsen, binding	388.27
Brabandt & Valters Book Binding Co., binding	346.80
Burgmeier Book Bindery, binding	111.50
William H. Simpson, marking on backs of books	90.00
Thomas Nelson & Sons, binders	10.50
Gane Bros. & Lane, paste	10.00
Clayton F. Summy Co., hinging music	4.15
J. W. Butler Paper Co., paper	6.41
Gaw-O'Hara Envelope Co., envelopes	50.00
Swigart Paper Co., paper	23.28
Parker, Thomas & Tucker Paper Co., paper	21.25
Bradner Smith & Co., paper	19.45
Max Stern's Sons Co., printing	347.75
James Watson & Co., printing	18.25
Moran's Automobile Red Book Publishing Co., advertising	10.00
Chicago Evening Post Co., advertising	6.12
Geo. E. Cole & Co., stationery	75.45
P. A. Salisbury-Schulz Co., rubber stamps, etc	27.37
Ioas Bros. Co., clips	14.00
Rolle Rubber Co., rubber bands	14.00
Tablet & Ticket Co., gummed letters	4.85
Dennison Mfg. Co., gummed labels	3.00
H. G. Wilson, Secy, cash expenditures, July, 1921	424.13
	$10,157.16

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Ryder Fund Income:	
Kroch's International Bookstore, books	$ 20.00
Rental Collection:	
Marsball Field & Co., books	36.99
A. C. McClurg & Co., books	112.65
	$149.64

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Head Assistants: Thelma Freeman Smith, August 15; Bird W. Wilkinson, August 15.

Principal Assistant: A. B. Korman, August 24.

Pages: Emil Thornell, July 30; Charles B. Shapiro, August 19.

It is further recommended that leaves of absence be granted as follows:

Edith Kammerling, head assistant, from September 15 to November 13.

Clara Conlon, senior assistant, extension of leave from August 16 to September 19.

Fred W. Klineman, elevator operator, from August 12 to February 14, 1922.

Respectfully submitted,

R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

Aug. 29, 1921.

He, also, presented the following list of appointments and separations for July, 1921, which was received and ordered published.

The following is the list:

Appointments.

Pages (Temp): Francis Healy, July 12; Clarence Korman, July 26; Wilbert Lindwall, July 21; Lars Lundgoat, July 5; Leland Neff, July 18; Erling Solstad, July 7; Don Webber, July 18.

Junior Assistants (Temp.): Helen S.

Constantine, July 26; Wilbur Flynn, July 18; Rose Goodman, July 5; Sidney Greenspan, July 12; Esther C. Kolber, July 13; Isadore Miller, July 12; Charles Pedersen, July 6; Richard Sonne, July 6; Frank A. Stewart, July 11; James Wetzel, July 5.

Senior Assistant (Temp.): Jeannie Vantoch, July 11.

Janitor (Temp.): Henry Odberg, July 26.

Janitress (Temp.): Louise Watson, July 13.

Elevator Operator (Temp.): Frank Kalberg, July 1.

Separations.

Page: Fletcher Creelman, July 31.

Junior Assistants: Donald Byrne, July 10; Ruth L. Feinberg, July 3; Sidney Greenspan, July 15; George Healy, July 17; Robert W. Healy, July 7; Julia Hoffman, July 31; Walter Jenvey, July 10; Joseph Kulkowski, July 5; Richard L. Sonne, July 10; Helen E. Spencer, July 25; Jeannie Vantoch, July 10; Harry Vennus, July 29.

Elevator Operator: Frank Kalberg, July 19.

Resignations.

Page: William Schrero, July 10.

Junior Assistant: Margaret J. Johnsen, July 10.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Lewis Institute, rent, W. Madison Street Branch	$ 225.00
John Makovsky, rent, West North Ave. Branch	200.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	125.00
Hermon Beardsley Butler House, rent, Butler House Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Peoples Gas Light & Coke Co., gas	6.76
Illinois Bell Telephone Co., service	177.53
H. J. Troch street sprinkling (branches)	6.50
S. Wilks Mfg. Co., repairing heater magazine	6.00
W. V. Geary Teaming Co., street sprinkling and cleaning (branch)	25.00
Chicago Linen Supply Co., clean towel supply	111.73
Toll Bros., laundering towels	50.56
Individual Towel & Cabinet Service Co., towel service	46.88
Haegele Ice Co., ice	76.64
Citizens Service Bureau, street sprinkling, removing cinders	52.92
Pottinger-Flynn Coal Co., coal	1,124.76
Inland Electric Co., electrical supplies	42.90
Fred C. Kramer & Co., grease	17.40
Crescent Brush Works, brushes, dusters, brooms, etc	177.95
Sherwin Williams Co., soap	48.30
Wilson & Co., soap powder	8.50
Remien & Kuhnert Co., benzine, iron enamel, etc	7.10
Library Bureau, newspaper files and cards	86.27
Royal Typewriter Co., typewriting machine, etc	81.15
L. Gould & Co., ladder, twine, etc	75.18
G. B. Davidson, insurance	85.12
Western Slate Co., slate tile	180.00
E. Baggot Co., plumbing	93.04
Geo. B. Carpenter & Co., roller awning, complete	75.00
George Green Lumber Co., compo boards	25.20
Standard Oil Co., gasoline	112.50
Valvoline Oil Co., oil	35.82
Loop Ford Agency, automobile parts	62.96
Chicago Auto Equipment Co., automobile accessories	43 73
Thayer & Lynn, reinsulating commutator, etc	29.50
Stromberg Motor Devices Co., carburetor	22.50
Republic Motor Truck Co., auto parts	17.48
C. C. & S. Co., repairing auto cover	12.50
Beckley-Ralston Co., automobile accessories	5.98
Wright, Cooler & Hood Mfg. Co., repairing radiator	5.40
W. H. Salisbury & Co., belting	5.15
Wayman & Murphy Co., resetting axle	3.50
Maypole Garage, repairing car	202.83
H. G. Wilson, Secy, cash expenditures, July, 1921	99.30
	$4,557.54

He, also, presented proposals for labor and material for repairs to the roof of the library building, and moved that the work be awarded to H. Rosenbaum Roofing Company on the following bid, the lowest of three received:

Labor, per hour		$1.75
Actinolite comp. cement, per lb		.06
Elastigum	"	.10
Felt	"	.06
Fibroid cement roofing coating	"	.08
Cartage	each	5.00
Insurance on labor, per hundred		5.48

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

SPECIAL COMMITTEES.

Director Barr, Chairman of the Special Committee on the library exhibit at the Pageant of Progress, reported, informally, that the library did not participate officially in the Pageant owing to the inability to secure suitable space, and the Committee further reported that no expenditure had been charged against the appropriation of $500.00 made March 14, 1921.

The report was received.

REPORTS.

The Librarian presented his statistical report for the month of July, 1921, which was received and ordered published.

NEW BUSINESS.

Director Tollkuehn presented a communication from Edward W. Nolan, which was referred to the Committee on Administration for report to the Board.

On motion of Director Schick, the Board adjourned.

A. R. Wilson
Secretary.

REPORT OF LIBRARIAN FOR JULY, 1921.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of July was 439,262; for the corresponding month of the previous year, 497,564. The circulation was from the following sources:

Central Library	76,559
Branches	237,330
Stations	18,307
Traveling Libraries	81,233
Deposits	24,178
Branch Reference	1,655
	439,262

The following is a summary of the books obtained at the Central Library:

Main Collection	24,506
Open Shelf	34,736
Hughes Room	5,443
Music Room	2,777

Information Desk	7,194
Books for the Blind	1,276
Documents	145
Miscellaneous	482
	76,559

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	11,193	148	11,341
Bessemer Park	6,841	168	7,009
Blackstone	10,157	239	10,396
Butler House	7,568	109	7,677
Douglas Park	13,414	254	13,668
Eckhart Park	5,324	106	5,430
Englewood High	2,352	....	2,352
Hamilton Park	7,466	97	7,563
Hamlin Park	4,212	56	4,268
Hardin Square	3,648	95	3 743
Hebrew Institute	4,878	90	4,968
Holstein Park	5,275	178	5,453
Humboldt	12,319	1,312	13,631
Independence Park	5,764	131	5,895
Kelly	13,193	175	13,368
Kosciuszko	3,587	23	3,610
Legler	17,947	232	18,179
Lewis Institute	10,271	172	10,443
Lincoln Center	6,372	275	6,647
Logan Square	8,978	199	9,177
Ogden Park	6,978	63	7,041
Rogers Park	8,828	137	8,965
Seward Park	3,022	125	3,147
Shedd Park	8,635	292	8,927
Sheridan Park	14,178	210	14,388
Sherman Park	6,234	230	6,464
Stanton Park	2,522	50	2,572
Walker	3,309	43	3,352
West North Ave	8,549	227	8,776
Woodlawn	17,647	414	18,061
Total	237,330	8,889	246,219

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	No report returned		
Armitage	587	19	606
Association House	3,285	1,070	4,355
Avondale	1,090	26	1,116
Birchwood	1,457	..	1,457
Campbell Park	294	..	294
Chase House	706	18	724
Cheltenham	1,723	12	1,735
Chicago Ave	824	37	861
Chicago Lawn	2,866	..	2,866
Cicero Ave	448	19	467
Clearing	542	..	542
Cleveland	1,913	163	2,076
Dauphin Park	1,351	62	1,413
Drexel	336	55	391
Dunning	1,425	..	1,425
East Rogers Park	1,086	42	1,128
Edison Park	1,043	..	1,043
East Sixty-first St.	702	56	758
Eleanor Soc. Center	1,005	..	1,005
Fernwood	1,106	..	1,106
Gads Hill	807	..	807
Gage Park	1,207	..	1,207
Garden Homes	482	..	482
Grand Ave	974	428	1,402
Grand Crossing	874	43	917
Gresham	1,743	20	1,763
Hegewisch	1,325	..	1,325
Henry Booth House	153	..	153
Hermosa	999	553	1,552
House of Happiness	585	..	585
Howell Neigh. House	336	..	336
Irving Park	508	37	545
Jefferson Park	2,346	..	2,346
Kedzie	2,836	..	2,836
Lake View	571	..	571
Larrabee St.	1,451	452	1,903
Lawndale	2,125	..	2,125
LeMoyne	2,344	103	2,447
Longwood	751	..	751
Mayfair	1,153	..	1,153
Montrose	1,594	..	1,594
North Clark St	464	125	589
Norwood Park	418	..	418
Olivet Baptist Ch.	510	..	510
Park Manor	4,189	371	4,560
Ravenswood	1,727	155	1,882
Roseland	2,000	39	2,039
St. Louis	856	15	871
Samaritan	1,059	..	1,059
S. Ashland Ave	1,024	669	1,693
S. Western Ave	779	239	1,018
Southport	552	83	635
Trumbull Park	1,215	..	1,215
Wakeford	1,143	85	1,228
Washing'n Heights	607	..	607
West Division	2,023	..	2,023
West Harrison	410	459	869
West Pullman	1,844	..	1,844
West Ravenswood	3,191	188	3,379
West Twelfth St.	2,002	1,438	3,440
West 16th St	3,184	443	3,627
Wieboldt	2,130	173	2,303
Windsor Park	953	..	953
Totals	81,233	7,697	88,930

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	237,330	8,889	246,219
Traveling Libraries	81,233	7,697	88,930
Business House Libraries	17,521	505	18,026
Special Deposits	6,657	.....	6,657
Branch Reference	1,655	.....	1,655
Totals	344,396	17,091	361,487

Of the 18,307 books supplied through the Stations Department, 8,889 were sent to 29 branches and 9.418 to 53 stations. The books supplied for the same month of the preceding year numbered 27,369 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 17,570.

REFERENCE ROOM.

Number of books issued from stacks..... 21,545
Number of recorded visitors..... 8,823

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 1,655; reference questions, 388.

ARTS AND CRAFTS ROOM.

Books consulted, 2,801. Visitors, 717.

HUGHES ROOM.

Volumes circulated, 5,443; pictures circulated, 1,372; recorded visitors, 3,773. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 1,975; directories consulted, 2,160; bound documents used, 1,155; books, 638; pamphlets, 13,575; visitors, 6,599.

PATENTS ROOM.

Patents consulted, 5,080. Visitors, 1,093.

STUDY ROOM.

Books consulted, 1,069. Visitors, 2,314.

CURRENT PERIODICALS AND NEWSPAPERS.

Periodicals issued at the counter at Central Library, 6,000; bound newspapers consulted, 388. No record was kept of the use of periodicals and current newspapers on open stands and racks. Total attendance, 44,448.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 4,641; issued in July of the previous year, 6,032.

Number of juvenile cards issued, 1,398; research cards, 1; teachers' cards, 133. The number of three-year cards outstanding is 232,160.

BINDERY DEPARTMENT.

Number of books at binderies July 1, 1921	5,812
Number of books sent to binderies in July, 1921	12,058
Total number of books at binderies in July, 1921	17,870
Number of books received from binderies in July, 1921	6,100
Number of books at binderies August 1, 1921	11,770
Number of books repaired in Library in July, 1921	2,609

GROWTH OF THE LIBRARY.

The total number of volumes in the Library July 31, 1921, was 1,097.577. Received since January 1, 1921, 53,494; since July 1, 1921, 3,934. Books worn out and discarded since January 1, 1921, 26,676; since July 1, 1921, 2,765. Books lost and paid for since January 1, 1921, 4,022; since July 1, 1921, 722. Books found and money refunded since January 1, 1921, 483; since July 1, 1921, 45.

CARL B. RODEN,
Librarian.

CHICAGO, August 29, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 12, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Beroth and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting of August 8, and of the adjourned regular meeting held August 29, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From The Chicago Lighthouse requesting permission to use a room in the Library building two evenings of each week for the purpose of giving instruction to the adult blind.

Director Healy moved that on account of the fact that the library was unable to provide the necessary space and extra attendants required the communication be received and placed on file.

Carried.

From John F. James requesting compensation for time lost on account of illness, March 1 to July 31, 1921.

Referred to the Committee on Administration.

Director Tollkuehn stated that he wished to withdraw the communication presented by him at the last meeting of the Board from Edward W. Nolan.

There being no objection, it was so ordered.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	83 vols., (4 pams.)	$ 307.00
Thomas Hughes Collection:	4 vols.,	6.00
Deposit Collection:	3 vols.,	4.00
Branch Collection:	12 vols.,	19 00
Civics Collection:	11 vols., (6 pams.)	12.00
Rental Fund:	31 vols.,	41.00
Ryder Fund:	8 pams.,	13.00
	144 vols., (18 pams.)	$402.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $39.18, be paid from the incidental fund.

Respectfully submitted,
FRANK F. TOLLKUEHN,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Sept. 12, 1921.

He also presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Marshall Field & Co., books	$ 740.34
A. C. McClurg & Co., books	299.84
A. L. A. Publishing Board, books	182.90
Yale University Press, books	35.00
Rand McNally & Co., book	30.00
Albert Bonnier Publishing House, books	19.00
Lewis Publishing Co., books	17.50
West Publishing Co., books	10.00
Delos F. Wilcox, books	10.00
McDonough & Co., books	5.00
Patterson's American Educational Directory, books	4.50
Wertsner & Wild, mounting maps	4.25
Winters Publishing Co., books	4.00
Moran's Automobile Red Book Publishing Co., books	4.00
Brabandt & Valters Book Binding Co., binding	1.267.75
Sigurd Gulbrandsen, binding	1,051.45
Geo. E. Koehler & Son, binding	636.28
Hehn & Hoth, binding	588.79
Burgmeir Book Bindery, binding	472.75
Northwestern Bindery, binding	382.27
William H. Simpson, binding	266.85
Tucker-Kenworthy Co., printing	51.75
Max Stern's Sons Co., printing	188.50
James Watson & Co., printing	46.75
Cameron Amberg & Co., cash books, cutting and tabbing charging checks	91.00
Swigart Paper Co., paper	55.15
Parker, Thomas & Tucker Paper Co., paper	48.42
Pilcher-Hamilton Co., paper	42.64
Bradner Smith & Co., paper and envelopes	41.37
Dwight Bros. Paper Co., paper	8.68
J. W. Butler Paper Co., paper	4.56
Mead & Wheeler Co., cards and folders	81.00
Gaw O'Hara Envelope Co., envelopes	70.76
Ioas Bros. Co., scratch pads	36.00
Geo. E. Cole & Co., stationery	23.54
A. B. Dick Co., mimeograph supplies	6.50
City Collector, pay-roll sheets, etc	13.85
P. A. Salisbury-Schulz Co., rubber dates, etc	18.30
H. G. Wilson, Secy, cash expenditures, Aug., 1921	455.90
	$7,317.14

He also presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Rental Collection:	
A. C. McClurg & Co., books	$106.10
Marsball Field & Co., books	28.38
	$134.48
Ryder Fund:	
John Crerar Library, books	$ 12.80

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Com-

mittee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Pages: Arthur Miller, September 4; Arthur O'Neill, September 4.

Senior Assistant: Margaret Schneider, August 7.

Principal Assistants: Philomena Brennan, September 10; Sylvia Oakley, September 7.

Your Committee further recommends that leave of absence be granted to Anna M. Killen, junior assistant, for four months from September 26.

In the matter of Robert G. Allison, of the engineer staff, who was reported to this Committee by the Librarian for refusal to obey an order from the Chief Engineer, your Committee reports that Mr. Allison declares that the only reason for his refusal to do the work is physical disability. We therefore recommend that Mr. Allison be suspended from the service for thirty days or for a shorter period, pending his recovery to a sufficient extent to enable him to perform the duties required of him.

Respectfully submitted,
C. E. SCHICK
JAMES J. HEALY
Committee on Administration.

CHICAGO, September 12, 1921.

He also presented the list of vacancies for August, 1921, which was received and ordered published.

The following is the list:

APPOINTMENTS.

Pages (Temp.): Isadore Carson, August 20; Harry A. Gustafson, August 1; Ernest Hahn, August 11; Samuel B. Marynowsky, August 23; Eugene Speck, August 31; James Wetzel, August 15.

Junior Assistants (Temp): Alice Burke, August 15; Frances Coutts, August 15; Catherine Cunningham, August 6; Josephine Dillon, August 11; John A. Drysdale, August 1; Marie Ebert, August 31; Grace Fahning, August 22; Max Ittin, August 11; Ethel Palmer, August 22; Catherine Pierce, August 15; Alice M. Shorman, August 1; Beth Silberman, August 8; Marie Stampen, August 26; Margaret Theiss, August 2; Della Williams, August 29; Harriet Williams, August 11.

Junior Assistants (On Probation): Ida Ammon, August 26; Helga L. Anderson, August 26; Regina M. Anderson, August 26; Margaret E. Cahill, August 26; Beatrice G. Carswell, August 26; Ellen A. Charlson, August 26; Grace Crowther, August 26; Marjorie G. Culver, August 26; Marie C. Curtin, August 26; Birdelle M. Dudley, August 26; Dorothy K. Farrall, August 26; Shirley J. Gollusch, August 26; Clara Jackson, August 26; Ingeborg Jakobsen, August 26; Alfhild E. Johnson, August 26; Anna U. Jones, August 26; Matilde M. Kelly, August 26; Julia Kull, August 26; Marion I. Lippman, August 26; Louise R. Macpherson, August 26; Dorothea V. Miller, August 26; Helen M. Nordlund, August 26; E. Valborg Oefstedal, August 26; Josephine C. O'Neill, August 26; Florence W. Penfold, August 26; Frances A. Pine, August 26; Ruth R. Puffer, August 26; Marion Roberts, August 29; Mildred L. Rosendahl, August 26; Camilla J. Savage, August 26; Mary R. Savage, August 26; Helene E. Schiewe, August 26; Julia T. Sullivan, August 26; Gunvor Svendsen, August 26; Mildred E. Towers, August 26; Elizabeth E. Vear, August 26; Isabelle M. Walker, August 26

SEPARATIONS.

Pages: Adolph Bergbauer, August 10; Harold Berkowitz, August 10; Harry A. Gustafson, August 31; Ernest Hahn, August 27; Bernhard Lazarus, August 11; Charles R. Murray, August 25; Harry G. Rhodes, August 29.

Junior Assistants: Ida Ammon, August 25; Helga Anderson, August 25; Regina M. Anderson, August 25; Dorothy Archibald, August 26; Margaret Cahill, August 25; Harold Carlson, August 10; Beatrice Carswell, August 25; Dorothy Cessford, August 5; Ellen A. Charlson, August 25; Grace Crowther, August 25; Marjorie Culver, August 25; Catherine Cunningham, August 28; Marie Curtin, August 25; Birdelle Dudley, August 25; Sarah Eisenberg, August 20; Dorothy Farrall, August 25;

Olive George, August 19; Irene B. Goldberg, August 29; Rose Goodman, August 10; Sam Gotcher, August 10; Max Ittin, August 26; Clara Jackson, August 25; Ingeborg Jakobsen, August 25; Ruby Jensen, August 3; Alfhild Johnson, August 25; Anna Jones, August 25; Matilde Kelly, August 25; Esther C. Kolber, August 29; Julia Kull, August 25; Marguerite Laidley, August 31; Marion Lippman, August 25; Louise R. Macpherson, August 25; Dorothea Miller, August 25; Helen Nordlund, August 25; Valborg Oefstedal, August 25; Josephine O'Neill, August 25; Lola Parkins, August 31; Florence Penfold, August 25; Frances Pine, August 25; Ruth Puffer, August 25; Mildred Rosendahl, August 25; Camilla Savage, August 25; Mary Savage, August 25; Julia Sullivan, August 25; Gunvor Svendsen, August 25; Mildred Towers, August 25; Elizabeth Vear, August 25; Mary E. Waggoner, August 14; Isabelle Walker, August 25.

Janitor: Henry Odberg, August 15.

Janitress: Katherine Zemba, August 25.

3rd Assistant Operating Engineer: John Storck, August 25.

RESIGNATIONS.

Pages: Charles Shapiro, August 20; Emil Thornell, August 7.

Junior Assistant: Julia Nelson, August 15.

Senior Assistant: Margaret Schneider, August 7.

Principal Assistants: Airum B. Korman, August 12; Maude Thelma Smith, August 15.

Head Assistant: Bird M. Wilkinson, August 15.

TRANSFER.

Janitress: Margaret Murray, August 16. (To Board of Education).

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

Lewis Institute, rent, Madison Street Branch	$ 225.00
John Makovsky, rent, West North Ave. Branch	200.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius Huermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	125.00
Hermon Beardsley, rent, Butler House Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current (Branches)	299.42
Peoples Gas Light & Coke Co., gas	4.69
Consumers Co., ice	6.00
Illinois Bell Telephone Co., telephone service	172.24
Englewood Improvement Ass'n, street flushing in front Kelly Branch	24.00
H. J. Troch, street sprinkling in front of Branches	6.50
Chicago Linen Supply Co., towel supply	110.72
Individual Towel & Cabinet Service Co., towel supply	42.33
Haegele Ice Co., ice	79.94
A. P. W. Paper Co., toilet supplies	30.76
Geo. B. Carpenter & Co., staging and rope	12.58
William V. MacGill & Co., supplies for "First Aid" cabinet	7.15
Pottinger-Flynn Coal Co., coal	1,260.59
Calebaugh Self-Lubricating Carbon Co., brushes	77.67
Citizens Service Bureau, street cleaning service, removing cinders	66.96
Pennsylvania Flexible Metallic Tubing Co., tubing	30.69
Crane Co., brass pipe	12.60
Inland Electric Co., electrical supplies	152.42
Lux Mfg. Co., tungsten lamps	120.00
Fred C. Kramer & Co., soldering iron	10.00
Manhattan Electrical Supply Co., electrical supplies	4.20
Gallaher & Speck, machinists' supplies	7.30
James S. Kirk & Co., soft soap	34.07
Armour Soap Works, soap powder	23.45
Bullard & Gormley Co., hardware	20.46
G. B. Davidson, insurance delivery cars	73.10
Garfield Paint Shop, window glass	12.80
Standard Oil Co., gasoline	115.50
Goodyear Truck Tire Sales Co., tires	82.69
City Tire Co., tire	38.40
Willard Storage Battery Co., battery	27.50
Republic Truck Sales Corporation, auto accessories	20.88
C. C. & S. Co., repairing automobile	16.00
W. H. Salisbury & Co., belting	5.07
John Wojtalewicz, auto storage	10.00
Henry Landgraf, hanging signs	5.00
H. G. Wilson, Secy. cash expenditures, Aug., 1921	90.24
	$4,323.92

Director Schick presented proposals for furnishing cylinder and engine oil for the year ending August 31, 1922, and moved, on behalf of the Committee, that the proposition of the Dearborn Chemical Company, the lowest bid received, be accepted.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

The proposal is as follows:

The Dearborn Chemical Company will furnish the Chicago Public Library with suitable high grade Pennsylvania lubricating oils, both cyclinder and engine oils, to properly lubricate their plant for a period of one year for the total sum of $290.00. It is our purpose to guarantee that the maximum total of all bills for cylinder and engine oils furnished by us for the period of one year, beginning September 1, 1921, and terminating August 31, 1922, inclusive, shall not exceed the sum of $290 00 for this period, and that these oils will be billed to you at the time of shipment at the following prices:

Ft. Douglas XXX Cylinder Oil 67½ cts. per gallon net.

Ft. Lincoln Engine Oil 42½ cts. per gallon net.

Director Schick also moved, on behalf of the Committee, that the Secretary be authorized to expend a sum not to exceed $400.00 in furnishing the staff rooms at the Legler Branch Library.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

He, also, stated that the dome on the roof of the Blackstone Branch Library building needed pointing and water proofing, and moved, on behalf of the Committee, that the matter be referred to the Committee on Buildings and Grounds with authority to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

He, also, reported that immediate action was necessary for the improvement of the lighting in the Kelly Branch Library; that the rooms be redecorated or the lighting system changed, and moved that this question be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

REPORTS.

The Librarian presented his statistical report for the month of August, 1921, which was received and ordered published.

The Secretary presented the report of the United States Audit Company on its audit of the books and accounts of the Chicago Public Library for the three months ended June 30, 1921, which was received and ordered published.

The following is the report:

September 10, 1921.

To the President and Board of Directors,
The Chicago Public Library,
Chicago.

Gentlemen:—In accordance with your instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended June 30, 1921.

We compared the Vouchers with the entries in the Cash Book and Voucher Record, and verified the Receipts from the Fines, Books Lost, Deposits, Etc., by a comparison with the Branch Library Daily Receipt Books and stubs of the Deposit Receipt Books.

We proved the footings of all books of original entry and traced the postings therefrom to the General Ledger.

We verified the Cash Account by checking the bank accounts and counting the cash in the office.

We inspected and checked the Securities representing the various investments in the presence of your Secretary, Mr. Wilson, and of your Director, Mr. Schick (see Exhibit "F").

We compared the Receipts, as shown by the City Treasurer with the amounts as shown on the books of the Library and found same to be in agreement.

We submit herewith various statements as indexed, which contain full details of the transactions of the period under audit, and which are correct and in accordance with the books.

Very truly yours,
UNITED STATES AUDIT CO.
WHITNEY B. FLERSHEM, C. P. A.,
Member of American Institute of Accountants.

FUNDING BALANCE SHEET, JUNE 30, 1921.

Fund Assets.		
Public Library Fund:		
Taxes 1920 Collectible	$446,052.59	
Less: Outstanding 1920 Tax Warrants	70,000.00	
		$376,052.59
Balance in hands of City Treasurer		46,251.08
Total Public Library Fund Assets		$422,303 67
Current and Trust Funds:		
Bonds	$277,403.65	
Certificate of Deposit	334.55	
Cash	5,213 14	
Petty Cash	889.63	
Accrued Interest	36.83	
Total Current and Trust Funds		283,877.80
Total Fund Assets		$706,181.47
Fund Liabilities.		
Public Library Fund		$422,303.67
Petty Cash		1,000.00
Current and Trust Funds:		
Kelly Fund	$200,000.00	
Kelly Fund Increment	65,000.00	
Kelly Branch	11.52	
Ryder Fund	10,000.00	
Ryder Fund Income	87.77	
Beecher Fund	2,000.00	
Beecher Fund Income	49.62	
Jackson Fund	1,000.00	
Jackson Fund Income	7.31	
Security Deposits	1,959.95	

Special Deposits	100.00	
Rental Collections	2,661.63	
Total Current and Trust Funds		282,877.80
Total Fund Liabilities		$706,181.47

LIBRARY FUND—RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED JUNE 30, 1921.

Receipts.

Taxes, 1920	$327,345.12	
Less: Tax Warrants Redeemed	130,000.00	
		$197,345 12
Taxes 1919		1,667.54
Interest on Balance with City Treasurer		14.67
Miscellaneous Receipts		2,560.32
Total Receipts		201,587.65
Add: Balance March 31, 1921		42,081.70
		$243,669.35

Disbursements.

Salaries: Main Library	82,712.90		
Branches	43,570.54		
Delivery Stations	6,290.22		
		132,573.66	
Delivery Stations: Miscellaneous		1,287.75	
Branches: Miscellaneous		4,662.69	
Books		23,792.87	
Binding		15,887.52	
Finding Lists		550.33	
Printing and Stationery		2,869.08	
Periodicals		371.89	
Miscellaneous Expenses		2,102.77	
Fuel		4,498.67	
Heating and Generating Plant		568.42	
Electric Supplies and Repairs		170.28	
Janitors' Expense		294.77	
Furniture and Fixtures		193.61	
Insurance		2,084.21	
Freight and Expressage		28.47	
Postage		984 09	
Books Lost and Paid for—Refunds		223.99	
Repairs, Alterations and Improvements		454.35	
Branch Buildings		871.28	
Elevator Supplies and Repairs		74.18	
Interest		2,873.39	
Total Disbursements			197,418.27
Balance on hand June 30, 1921			$ 46,251.08

Current and Trust Funds.
Receipts and Disbursements for the Three Months Ended June 30, 1921.

	Total	June	May	April
Receipts.				
Kelly Branch	$ 2,504.16	$ 977.95	$ 141.81	$ 1,384.40
Ryder Fund Income	90.00	30.00	40.00	20.00
Jackson Fund Income	25.00	....	....	25.00
Rental Collections	1.597.39	558.20	516 72	522.47
Secretary's Petty Cash	2,243.37	704.20	781.62	757.55
Miscellaneous	492.01	194 59	165.94	131.48
Finding Lists	46.29	12.86	15.57	17.86
Books Lost and Paid for—Refunds	1,757.97	728.72	477.25	552.00
Deposits	1,258.32	461.35	336.30	460.67
Fines	12,974.11	4.435.76	4,253.69	4,284.66
Duplicates	22.50	.....	.....	22.50
Bonds	14,000.00	4,000.00	.....	10,000.00
Postage	241.55	82.65	76.42	82,48
Accrued Interest	23 51	.....	.....	23.51
Total Receipts	$37,276.18	$12,186.28	$ 6,805.32	$18,284.58
Add: Cash Balance Mar. 31, 1921	6,788.96	5,531.14	5,871.90	6,788.96
	$44,065.14	$17,717.42	$12,677.22	$25,073.54
Disbursements.				
Treasurer	$ 2,560.32	$1,018.82	$ 735.18	$ 806.32
Kelly Branch	2,532.14	1,034.61	511.59	985 94
Books	269.35	69.66	103.13	96.56
Binding	3.35	.....	.....	3.35
Branches	59.72	18.15	24.78	16.79
Books Lost and Paid for—Refunds	223.99	73.03	83.89	67.07
Deposits	1,352.47	414.40	451.10	486.97
Beecher Fund Income	4.50	4.50	.....	.....
Delivery Stations—Miscel.	10.99	1.04	4.45	5.50
Freight and Expressage	28.47	7.81	9.07	11.59
Heating and Generating Plant	13.10	5.10	1.80	6.20
Miscellaneous Expense	678.47	344.66	202.38	131.43
Periodicals	83.85	21.60	14.35	47.90
Postage	984.09	338.51	254.80	390.78
Printing and Stationery	17.17	10.07	3.55	3.55
Rental Collections	1,130.69	331.20	456.97	342.52
Accrued Interest	36.83	30.69	.....	6.14
Ryder Fund Income	104.94	9.67	6.75	88.52
Pension Fund	12,974.11	4.435.76	4,253.69	4,284.66
Jackson Fund Income	42.35	.....	26.60	15.75
Bonds	15,738.20	4,335.00	....	11,403.20
Janitors' Expense	2.90	.....	2.00	.90
Total Disbursements	$38,852.00	$12,504.28	$7,146.08	$19,201.64
Balance June 30, 1921	$ 5,213.14	$ 5,213.14	$5,213.14	$ 5,871.90

Current and Trust Funds.

Summary of Balances for the Three Months Ended June 30, 1921.

	April	May	June
Kelly Fund	$200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Branch Fund	437.96	68.18	11.52
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	34 19	67.44	87.77
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	54.12	54.12	49.62
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	33.91	7.31	7.31
Security Deposits	2,027.80	1,913.00	1,959.95
Special Deposits	100.00	100.00	100.00
Rental Collections	2,374.88	2,434 63	2,661.63
Incidental Fund: Petty Cash	1,000.00	1,000.00	1,000.00
	$284,062.86	$283,644.68	$283,877.80
Less: Amount due from City Comptroller for Secretary's Petty Cash Fund	787.76	710.34	926.46
	$283,275.10	$282,934.34	$282,951.34
Made up as follows:			
Bonds—Book Value	$277,068.65	$277,068.65	$277,403.65
Certificate of Deposit	334.55	334.55	334.55
Cash	5,871.90	5,531.14	5,213.14
	$283,275.10	$282,934.34	$282,951.34

Reconciliation of Trust Funds June 30, 1921.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000.00	
Hiram Kelly Increment	65,000.00	
		$278,000.00
Investments:		
Municipal, Liberty Loan and Railroad Bonds (Par Value $282,150.00)	$277,403.65	
Certificate of Deposit No. 12229	334.55	
Bond Increment	261.80	
		$278,000.00

RECONCILIATION OF BANK ACCOUNTS JUNE 30, 1921.

First National Bank:		
Balance per Bank Statement	$9,349.76	
Deduct: Outstanding Checks	131.76	
Balance per Books		$ 9,218.00
Union Trust Company:		
Balance per Bank Statement	259.20	
Deduct: Outstanding Checks	22.71	
Balance per Books		236.49
Illinois Trust and Savings Bank:		
Balance per Savings Account		144.70
Total Bank Balances		9,599.19
Add: Deposits of July 1 to August 26, 1921, inclusive:		
First National Bank	8,948.51	
Union Trust Company	2770.51	
Illinois Trust and Savings Bank	70.82	11,789.84
		$21,389.03
Deduct: Withdrawals July 1 to August 26, 1921, inclusive:		
First National Bank	7,401.89	
Union Trust Company	945.87	
Illinois Trust and Savings Bank	36.00	
		8,383.76
Balance per Banks June 30, 1921		$13,005.27
Add: Cash per Count August 26, 1921	275.74	
Disbursements July 1 to August 26, 1921	4,433.85	4,709.59
		17,714.86
Deduct: Receipts July 1 to August 26, 1921		12,501.72
Balance per Books June 30, 1921		$5,213.14

On motion of Director Tollkuehn, the Board adjourned.

A. B. Wilson

Secretary.

REPORT OF LIBRARIAN FOR AUGUST, 1921.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of August was 509,900; for the corresponding month of the previous year, 502,265. The circulation was from the following sources:

Central Library	93,014
Branches	277,967
Stations	20,198
Traveling Libraries	90,701
Deposits	26,743
Branch Reference	1,277
	509,900

The following is a summary of the books obtained at the Central Library:

Main Collection	32,260
Open Shelf	39,579
Hughes Room	5,815
Music Room	3,051
Information Desk	10,069
Books for the Blind	1,587
Documents	165
Miscellaneous	488
	93,014

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	12,789	209	12,998
Bessemer Park	7,815	202	8,017
Blackstone	11,632	250	11,882
Butler House	9,358	166	9,524
Douglas Park	15,425	230	15,655
Eckhart Park	6,254	99	6,353
Englewood High	1,359	....	1,359
Hamilton Park	8,674	122	8,796
Hamlin Park	5,145	65	5,210
Hardin Square	3,977	91	4,068
Hebrew Institute	6,139	56	6,195
Holstein Park	6,185	208	6,393
Humboldt	12,588	1,475	14,063

Independence Park	6,291	129	6,420
Kelly	15,406	254	15,660
Kosciuszko	4,027	62	4,089
Legler	20,536	237	20,773
Lewis Institute	12,598	231	12,829
Lincoln Center	7,627	262	7,889
Logan Square	10,524	325	10,849
Ogden Park	8,466	118	8,584
Rogers Park	9,984	120	10,104
Seward Park	3,626	171	3,797
Shedd Park	10,127	286	10,413
Sheridan Park	17,508	214	17,722
Sherman Park	7,315	209	7,524
Stanton Park	2,833	65	2,898
Walker	3,811	63	3 874
West North Ave	9,491	214	9,705
Woodlawn	20,457	496	20,953
Total	277,967	6,629	284,596

TRAVELING LIBRARIES.

		Direct	Stations	Total
Albany Park	July	1,237	..	1,237
	Aug.	2,472	..	2,472
Armitage		584	14	598
Association House		4,144	1,284	5,428
Avondale		1,310	38	1,348
Birchwood		1,681	..	1,681
Campbell Park		437	..	437
Chase House		813	36	849
Cheltenham		1,827	19	1,846
Chicago Ave		859	34	893
Chicago Lawn		3,030	..	3,030
Cicero Ave		681	18	699
Clearing		425	..	425
Cleveland		2,187	216	2,403
Dauphin Park		1,456	60	1,516
Drexel		375	44	419
Dunning		1,686	..	1,686
East Rogers Park		1,262	43	1,305
Edison Park		542	..	542
East Sixty-first St.		708	53	761
Eleanor Soc. Center		1,354	..	1,354
Fernwood		1,200	..	1,200
Gads Hill		817	..	817
Gage Park		1,681	..	1,681
Garden Homes		518	..	518
Grand Ave		1,060	452	1,512
Grand Crossing		862	27	889
Gresham		1,539	5	1,544
Hegewisch		1,200	..	1,200
Henry Booth House		155	..	155
Hermosa		1,029	580	1,609
House of Happiness		602	..	602
Howell Neigh. House		447	..	447
Irving Park		590	41	631
Jefferson Park		2,213	..	2,213
Kedzie		2,585	..	2,585
Lake View		661	..	661
Larrabee St.		1,607	446	2,053

Lawndale	2,183	..	2,183
LeMoyne	2,394	88	2,482
Longwood	822	..	822
Mayfair	1,302	..	1,302
Montrose	2,076	..	2,076
North Clark St	504	122	626
Norwood Park	888	..	888
Olivet Baptist Ch.	388	..	388
Park Manor	4,195	429	4,624
Ravenswood	2,115	227	2,342
Roseland	831	5	836
St. Louis	1,124	27	1,151
Samaritan	1,217	..	1,217
S. Ashland Ave.	1,050	676	1,726
S. Western Ave	940	245	1,185
Southport	609	74	683
Trumbull Park	488	..	488
Wakeford	1,284	74	1,358
Washing'n Heights	592	..	592
West Division	3,060	..	3,060
West Harrison	354	420	774
West Pullman	1,924	..	1,924
West Ravenswood	3,172	223	3,395
West Twelfth St.	1,980	1,596	3,576
West 16th St	3,965	480	4,445
Wieboldt	2,375	172	2,547
Windsor Park	1,033	..	1,033
Totals	90,701	8,268	98,969

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	277,967	6,629	284,596
Traveling Libraries	90,701	8,268	98,969
Business House Libraries	20,317	676	20,993
Special Deposits	6,426	.....	6,426
Branch Reference	1,277	.....	1,277
Totals	396,688	15,573	412,261

Of the 20,198 books supplied through the Stations Department, 6,629 were sent to 29 branches and 13,569 to 53 stations. The books supplied for the same month of the preceding year numbered 27,553 volumes.

The circulation department was open on 27 week days. The daily average week day circulation was 18,885.

REFERENCE ROOM.

Number of books issued from stacks 26,401
Number of recorded visitors 10,998

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 1,277; reference questions, 339.

ARTS AND CRAFTS ROOM.

Books consulted, 3,196. Visitors, 847.

HUGHES' ROOM.

Volumes circulated, 5,815; pictures circulated, 1,639; recorded visitors, 4,632. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 2,243; directories consulted, 2,172; bound documents used, 1,223; books, 680; pamphlets, 12,990; visitors, 6,233.

PATENTS ROOM.

Patents consulted, 6,605. Visitors, 1,472.

STUDY ROOM.

(Closed during August.)

CURRENT PERIODICALS AND NEWSPAPERS.

Periodicals issued at the counter at Central Library, 3,650; bound newspapers consulted, 533. No record was kept of the use of periodicals and current newspapers on open stands and racks. Total attendance, 62,055.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,178; issued in August of the previous year, 5,243.

Number of juvenile cards issued, 1,224; research cards, 3; teachers' cards, 83. The number of three-year cards outstanding is 232,414.

BINDERY DEPARTMENT.

Number of books at binderies August 1, 1921	11,770
Number of books sent to binderies in August, 1921	7,033
Total number of books at binderies in August, 1921	18,803
Number of books received from binderies in August, 1921	6,235
Number of books at binderies September 1, 1921	12,568
Number of books repaired in Library in August, 1921	4,165

GROWTH OF THE LIBRARY.

The total number of volumes in the Library August 31, 1921, was 1,092,240. Received since January 1, 1921, 54,817; since August 1, 1921, 1,323. Books worn out and discarded since January 1, 1921, 32,734; since August 1, 1921, 6,058. Books lost and paid for since January 1, 1921, 4,604; since August 1, 1921, 582. Books found and money refunded since January 1, 1921, 555; since August 1, 1921, 72.

CARL B. RODEN
Librarian.

CHICAGO, September 12, 1921.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 26, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held September 12. 1921, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	534 vols.,	$ 915.00
Civics Collection:	2 vols.,	24.00
Branch Collection:	1213 vols.,	1771 00
High School Collection:	48 vols.,	90.00
Deposit Collection:	379 vols.,	545 00
Ryder Fund:	7 vols., (5 pts.)	116.00
Rental Fund:	422 vols.,	591.00
	2605 vols., (5 pts.)	$4052.00

Respectfully submitted,

FRANK F. TOLLKUEHN,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Sept. 26, 1921.

COMMITTEE ON ADMINISTRATION.

Director Schick presented the following report of the Committee:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Ad-

ministration recommends that leaves of absence be granted as follows:

Frank Bergman, janitor, three months from August 15.

Harry Burton, page, two and one-half months from September 15.

Bennie Froelich, page, from October 3 to November 25, incl.

Joseph M. Lindenbaum, page, from October 1 to December 23, incl.

In the matter of the petitions of Mollie Sugerman and Margaret V. Saunders for leaves of absence to take up educational work we recommend that these petitions be denied.

We further recommend that the petition of John F. James, head reference assistant, for compensation for time lost for illness be denied.

With reference to the communications from the National Union of Steam and Operating Engineers, and the International Brotherhood of Stationary Oilers and Firemen, the Committee recommends that consideration of these communications be postponed because of lack of funds, pending compilation of the budget for the year 1922.

We further recommend that a sum not to exceed $150 be set aside to defray expenses of delegates, to be designated by the Librarian, to the meeting of the Illinois Library Association at the University of Illinois, October 11th to 13th, and that time be allowed to such employés as wish to attend and can be spared for the time of the meeting.

Finally, the Committee recommends that the Librarian be authorized to make requisition upon the Civil Service Commission for one assistant with special language qualification at a rate not to exceed seventy-five cents per hour.

Respectfully submitted,

C. E. Schick
James J. Healy
Committee on Administration.

Chicago, Sept. 26, 1921.

Directer Healy moved the adoption of the report.

Carried.

On motion of Director Tollkuehn, the Board adjourned.

Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 10, 1921.

OFFICIAL RECORD.

There were present, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held September 26, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The following communication from the Secretary of the Public Library Employés Pension Fund, which was received and placed on file.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—At the election of trustees for the Public Library Employés Pension Fund held October 3, 1921, the following were elected for terms specified:

From the Board of Directors: Mr. Richard G. Shutter, one year term, to succeed himself.

From employés contributing to the fund: Mr. Charles Lhotka, two year term, to succeed Miss Adah F. Whitcomb.

Respectfully submitted,

H. G. WILSON,

Oct. 10, 1921. *Secretary.*

From John F. James in reference to petition for time lost on account of illness.

Referred to the Committee on Administration.

From Philip Steele, President International Union of Steam and Operating Engineers, Local No. 556, in reference to the salaries of the engineers in the Library building.

Referred to the Committee on Administration.

From Joseph W. Morton, President International Brotherhood of Stationary Firemen and Oilers, Local No. 7, in reference to the salaries of the firemen, oilers and coalpassers in the Library building.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	1487 vols., (7 pamphlets)	$1897.00
Thomas Hughes Collection:	49 vols.,	86.00
Civics Collection:	15 vols., (4 pamphlets)	34.00
Deposit Collection:	877 vols.,	1277.00
Branches Collection:	1768 vols.,	2832.00
High School Collection:	64 vols.,	107.00
Picture Collection:	47 pictures	35.00
Rental Fund:	175 vols.,	256.00
	4435 vols., (11 pamphlets) (47 pictures)	$6524.00

Newspaper subscriptions, July 1, 1921, to January 1, 1922: $82.80

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $61.31, be paid from the incidental fund.

The following applications for Deposit Collections are reported, with the recommendation that they be granted:

McCutcheon-Gerson, 64 W. Randolph St. (Business House Library).

Tilden Technical High School, 645 W. 47th St. (Special Deposit).

Hibbard High School, 3244 Ainslie Ave. (Special Deposit).

Chicago Presbyterian Training School, 1823 Prairie Ave. (Special Deposit).

Union Special Machine Co., 400 N. Franklin St. (Business House Library).

It is further recommended that the Deposit Collection installed at the Chicago Chapter of the American Association of Engineers be closed because of non-use of books.

Respectfully submitted,
FRANK F. TOLLKUEHN,
R. G. SHUTTER,
Committee on Library.

Oct. 10, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

B. F. Stevens & Brown, books and subscriptions, £96/19/4 (est.)	$ 372.00
The Moon Society, books, £84/14/4 (est.)	325.00
J. Terquem, books, Franks 249.95 (est.)	18.50
A. C. McClurg & Co., books	1,354.18
Kroch's International Bookstore, books and subscriptions	299.64
Marshall Field & Co., books	193.14
C. V. Ritter, books	102.60
H. May Burrough, pictures	35.00
Spectator Co., books	25.00
F. C. Stechert Co., books	24.15
E. P. Dutton Co., books	22.14
Rand McNally & Co., books	15.00
Manual of Statistics, books	12.00
Wrigley Directories, books	10.00
R. S. Henshaw, subscriptions	82.80
Hehn & Hotb, binding	1,733.37
Geo. E. Koehler & Son, binding	1,694.41
Northwestern Bindery, binding	718.25
Brabandt & Valters Book Binding Co., binding	665.04
William H. Simpson, binding	427.50
Sigurd Gulbrandsen, binding	321.27
Burgmeier Book Bindery, binding	108.00
Slade, Hipp & Meloy, gummed muslin	45.00
Old Jumbo Glue Co., glue	14.00
Tucker-Kenworthy Co., printing	133.75
Bradner Smith & Co., paper and envelopes	95.93
Parker, Thomas & Tucker Paper Co., paper	91.45

Max Stern's Sons Co., printing	186.25
James Watson & Co., printing	114.60
Thompson & Co., mimeograph work	37.75
Holmes Co., envelopes and cards	22.00
American Type Founders Co., strips and slugs	4.71
Gaw O'Hara Envelope Co., envelopes	170.18
Swigart Paper Co., paper	153.77
J. W. Butler Paper Co., paper	99.88
Dwight Bros. Paper Co., paper	22.00
Geo. E. Cole & Co., stationery	53.92
Dennison Mfg. Co., glue, etc	14.90
P. A. Salisbury-Schulz Co., rubber stamps, etc	14 60
Rolle Rubber Co., rubber bands	13.50
Rockwell Barnes Co., folders	10.32
Gane Bros. & Lane, paste	10.00
A. B. Dick Co., mimeograph supplies	8.25
H. G. Wilson, Secy, cash expenditures, Sept., 1921	527.51
	$10,403.26

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Rental Collection:	
A. C. McClurg & Co., books	$273.43
Ryder Fund:	
Kroch's International Bookstore, books	103.05
G. Broes Van Dort Co., books	12.60
Boni & Liveright, books	8.50
	$124.15

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Junior Assistant: Margaret Cahill, October 10.

Senior Assistants: Bessie MacGill, September 10; Margaret V. Saunders, September 25; Mary Smelter, October 5.

Principal Assistant: Eliza R. Pendry, September 20.

It is further recommended that leave of absence be granted as follows:

Herman Miller, senior assistant, from September 9 to October 12, incl.

Respectfully submitted,

R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

Oct. 10, 1921.

He, also, presented the following report and moved that the Board concur in the action of the Committee.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Administration has authorized the Secretary to sell the following four per cent bonds maturing within six months at par and accrued interest:

$7,000.00 Sanitary District 4's maturing Jan. 1, 1922.
1,000.00 West Park 4's maturing Jan. 1, 1922.
2,000.00 West Park 4's maturing Apr. 1, 1922.

Your Committee has also authorized the purchase of the following securities to take the place of those sold:

$5,000.00 Rockford (Ill.) School District 5's maturing Apr. 1, 1934, @98.38.
5,000.00 Rockford (Ill.) School District 5's maturing Apr. 1, 1935, @98.30.

At the prices indicated the yield on these bonds is 5.18%.

The approval of your honorable body is requested.

Respectfully submitted,

R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Oct. 10, 1921.

He, also, presented the bill of the United States Audit Company in the sum of $43.75 on their audit of the books and accounts of the Public Library for the three months ended June 30, 1921, and moved that the bill be ordered paid.

Carried.

He, also, presented the list of vacancies and appointments for the month of September, 1921, which was received and ordered published.

The following is the list:

APPOINTMENTS.

Pages (Temp.): Joseph E. Arrington, September 28; Austin D. Farrell, September 6; Hyman Greenfarb, September 12; Harry Gross, September 29; M. Britian Rothrock, September 6; Sergius F. Slutzkin, September 6; Joseph Sullivan, September 26; Sam Trager, September 15; Raymond Zari, September 11.

Junior Assistants (Temp.): Joseph V. Benesch, September 19; Leo Caplan, September 7; Viola E. B. Cook, September 12; John Curtin, September 12; John Damian, September 6; Abe Finkelstein, September 12; Leland S. Fuller, September 12; Flora J. Hannan, September 30; Ruth Hudson, September 30; John Kmet, September 12; Bonnie Kniss, September 14; Julian P. Krakowski, September 26; Abe Kretshmer, September 12; Richard McClain, September 1; Julius Olson, September 20; Elsie Schnitger, September 12; Frances R. Segel, September 26; Agda F. Sword, September 12; Florence E. Waldorf, September 12; Joseph Weinberg, September 12; Helen Zatterberg, September 23.

Junior Assistant (On Probation): Sarah Isenberg, September 6.

Head Assistant (Temp.): Airum B. Korman, September 29.

3d Assistant Operating Engineer (Temp.): John Storck, September 14.

SEPARATIONS.

Pages: Louis Bowman, September 10; Austin D. Farrell, September 25; Lars Lundgoat, September 5; Michael McDermott, September 10; Leland Neff, September 4; Erling Solstad, September 10; Don Webber, September 25; James Wetzel, September 5; Harrison Wilson, September 25.

Junior Assistants: Sue Ballman, September 25; Ethel Bradfield, September 6; Margaret Carlson, September 30; Violia E. Cook, September 30; John A. Drysdale, September 10; Grace Fahning, September 11; Wilbur J. Flynn, September 7; Stanley Ingmanson, September 10; Lillian Koeppe, September 4; Lael Layton, September 25; Sidney N. Levin, September 10; Reynold Lundholm, September 10; Richard L. McClain, September 9; Jacob Orloff, September 25; Mary K. Parsons, September 10; Frances Ryan, September 30; Helen E. Schiewe, August 25; Alexander Skrzypek, September 4; Frank A. Stewart, September 18; Eleanor Sullivan, September 25; Margaret E. Theiss, September 6; James Wetzel, July 25; Raymond Zari, September 10.

Head Cataloger: Lucy Brown, September 10.

RESIGNATIONS.

Pages: Arthur Miller, September 4; Arthur O'Neill, September 4.

Senior Assistants: Mary Duncan, July 31; Bessie MacGill, September 10; Margaret V. Saunders, September 25.

Principal Assistants: Philomena Brennan, September 10; Sylvia Oakley, September 7.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Lewis Institute, rent, Madison Street Branch	$ 225.00
John Makovsky, rent, West North Ave. Branch	200.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius Fuermann, rent, Logan Square Branch	150.00

Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	125.00
Hermon Beardsley Butler House, rent, Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Commonwealth Edison Co., electric current	182.84
Peoples Gas Light & Coke Co., gas	6.07
Illinois Bell Telephone Co., telephone service	174.70
Consumers Co., ice	12.00
H. J. Troch, street sprinkling	6.50
Chicago Linen Supply Co., towel service	118.23
Toll Bros., laundry work	53.55
Individual Towel & Cabinet Service Co., towel service	41.30
Haegele Ice Co., ice	60.34
Baylis Sanitary Supply Co., cheesecloth	44.00
Palmolive Co., soap	22.20
James S. Kirk & Co., soap	7.00
West Disinfecting Co., pipe klenzo	9.00
Plunkett Chemical Co., insect powder	6.00
Chicago Mill and Lumber Co., wooden boxes	107.33
Citizens Service Bureau, removing cinders, etc	58.38
Library Bureau, shelf label holders	14.18
Royal Typewriter Co., repairing machines	11.75
Wales Adding Machine Co., contract inspection of adding machine, etc	11.50
Pottinger-Flynn Coal Co., coal	2,444.29
Franklin Coal Co., coal	57.60
Samuel Harris & Co., machinists' supplies	17.71
Schaeffer & Budenberg Mfg. Co., gauge charts	7.96
Jenkins Bros., pump valves	3.06
Lyhtan Electric Lamp Co., incandescent lamps	119.13
Inland Electric Co, electrical supplies	12.81
Gallagher-Mihell Mfg. Co., waste, etc	24.62
Shavings and Sawdust Co., sawdust	25.95
Remien & Kuhnert Co., janitor supplies	22.36
Bullard & Gormley Co., hardware	19.28
Rolfe Marble Surfacing and Renovating Co., marble bleach	15.00
Wilson & Co., soap powder	10.00
Fuller-Morrisson Co., ammonia	5.85
Lampert & Keller, insurance, library property, Austin Branch	30.00
G. B. Davidson, insurance, lihrary property at bindery	20.90
H. Rosenbaum Roofing Co., lahor and material roofing on Blackstone Branch	404.54
A. Hannibal, repairing chairs	52.00
Perfection Shade Adjuster Corporation, window shades	19.50
Standard Oil Co., gasoline	151.00
Valvoline Oil Co., oil	34 34
Swinehart Tire and Ruhber Co., rubher tires	76.46
Maypole Garage, auto storage	42.35
John Wojtalewicz, auto storage	10.00
Repuhlic Truck Sales Corporation, auto repair parts	7.42
Henry Landgraf, hanging station sign with irons	5.00
H. G. Wilson, Secy. cash expenditures, Sept., 1921	127.40
	$5,923.40

He, also, presented a list of proposals received for redecorating the reading room at the Randolph Street entrance of the Public Library building and moved, on behalf of the Committee, that the contract be awarded to Mitchel & Halbach Co. on their bid of $240.00, this being the lowest bid received.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

He also moved, on behalf of the Committee, that the Secretary be authorized to advertise for proposals for coal for the main library and branches.

The motion prevailed.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

REPORTS.

The Librarian presented his statistical report for the month of September, 1921, which was received and ordered published.

NEW BUSINESS.

Director Tollkuehn moved that the matter of placing the Library subscription for periodicals and newspapers for 1922 be referred to the Committee on Library with power to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

On motion of Director Tollkuehn, the Board adjourned.

H. G. Wilson

Secretary.

REPORT OF LIBRARIAN FOR SEPTEMBER, 1921

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of September was 499,813; for the corresponding month of the previous year, 473,937. The circulation was from the following sources:

Central Library	84,428
Branches	287,863
Stations	20,485
Traveling Libraries	82,274
Deposits	22,166
Branch Reference	2,597
	499,813

The following is a summary of the books obtained at the Central Library:

Main Collection	31,333
Open Shelf	36,362
Hughes Room	4,673
Music Room	3,319
Information Desk	6,525
Books for the Blind	1,513
Documents	227
Miscellaneous	476
	84,428

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	10,887	186	11,073
Austin High	9,001	....	9,001
Bessemer Park	7,156	266	7,422
Blackstone	11,032	257	11,289
Butler House	8,319	192	8,511
Douglas Park	13,836	295	14,131
Eckhart Park	4,926	110	5,036
Englewood High	3,125	....	3,125
Hamilton Park	8,040	180	8,220
Hamlin Park	4,160	65	4,225
Hardin Square	3,542	93	3,635
Harrison High	6,417	...	6,417

Hebrew Institute	4,488	90	4,578
Holstein Park	5,149	244	5,393
Humboldt	10,676	1,281	11,957
Independence Park	4,916	168	5,084
Kelly	14,319	316	14,635
Kosciuszko	3,063	46	3,109
Lake View High	5,770	....	5,770
Legler	19,113	222	19,335
Lewis Institute	11,241	262	11,503
Lincoln Center	7,016	307	7,323
Lindblom High	3,149	...	3,149
Logan Square	9,633	325	9,958
Marshall High	7,879	....	7,879
Ogden Park	6,971	159	7,130
Rogers Park	9,100	113	9,213
Senn High	7,398	....	7,398
Seward Park	3,894	237	4,131
Shedd Park	9,026	243	9,269
Sheridan Park	15,342	268	15,610
Sherman Park	6,689	167	6,856
Stanton Park	2,642	83	2,725
Walker	3,708	48	3,756
West North Ave	8,108	240	8,348
Woodlawn	18,132	583	18,715
Total	287,863	7,046	294,909

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Tota
Albany Park	2,815	..	2,815	Cleveland	2,005	224	2,229
Armitage	662	16	678	Dauphin Park	1,461	79	1,540
Association House	3,656	970	4,626	Drexel	356	44	400
Avondale	986	28	1,014	Dunning	1,300	..	1,300
Birchwood	1,652	..	1,652	East Rogers Park	1,107	37	1,144
Campbell Park	452	..	452	East Sixty-first St.	575	38	613
Chase House	591	36	627	Edison Park	889	..	889
Cheltenham	1,546	43	1,589	Eleanor Soc. Center	788	..	788
Chicago Ave	653	36	689	Fernwood	1,006	..	1,006
Chicago Lawn	2,721	..	2,721	Gads Hill	573	..	573
Cicero Ave	825	33	858	Gage Park	1,577	..	1,577
Clearing	627	..	627	Garden Homes	506	..	506

Grand Ave.	891	390	1,281
Grand Crossing	853	58	911
Gresham	1,350	28	1,378
Hegewisch	1,321	..	1,321
Henry Booth House	262	..	262
Hermosa	1,011	522	1,533
House of Happiness	581	..	581
Howell Neigh. House	446	..	446
Irving Park	695	49	744
Jefferson Park	2,304	..	2,304
Kedzie	1,558	..	1,558
Lake View	594	..	594
Larrabee St.	1,535	449	1,984
Lawndale	2,203	..	2,203
LeMoyne	2,103	114	2,217
Longwood	681	..	681
Mayfair	1,036	..	1,036
Montrose	1,320	..	1,320
North Clark St	315	145	460
Norwood Park	775	..	775
Olivet Baptist Ch.	254	..	254
Park Manor	3,629	384	4,013
Ravenswood	1,975	213	2,188
Roseland	2,118	50	2,168
St. Louis	984	22	1,006
Samaritan	1,307	..	1,307
S. Ashland Ave.	1,122	726	1,848
Southport	504	133	637
S. Western Ave	768	241	1,009
Trumbull Park	1,259	..	1,259
Wakeford	1,028	82	1,110
Washing'n Heights	748	..	748
West Division	2,500	..	2,500
West Harrison	418	422	840
West Pullman	1,703	..	1,703
West Ravenswood	2,629	231	2,860
West Twelfth St.	1,871	1,048	2,919
West 16th St	3,495	408	3,903
Wieboldt	1,848	182	2,030
Windsor Park	951	..	951
Totals	82,274	7,481	89,755

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	287,863	7,046	294,909
Traveling Libraries	82,274	7,481	89,755
Business House Libraries	17,065	862	17,927
Special Deposits	5,101	.....	5,101
Branch Reference	2,597	.....	2,597
Totals	394,900	15,389	410,289

Of the 20,485 books supplied through the Stations Department, 7,046 were sent to 29 branches and 13,439 to 53 stations. The books supplied for the same month of the preceding year numbered 26,495 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 19,993.

REFERENCE ROOM.

Number of books issued from stacks 25,993

Number of recorded visitors 11,016

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 2,597; reference questions, 1,151.

ARTS AND CRAFTS ROOM.

Books consulted, 4,067. Visitors, 986.

HUGHES ROOM.

Volumes circulated, 4,673; pictures circulated, 2,863; recorded visitors, 4,194. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 1,809; directories consulted, 2,192; bound documents used, 1,244; books, 616; pamphlets, 13,665; visitors, 6,217.

PATENTS ROOM.

Patents consulted, 5,940. Visitors, 1,298.

STUDY ROOM.

Books consulted, 950. Visitors, 2,362.

CURRENT PERIODICALS AND NEWSPAPERS.

Periodicals issued at the counter at Central Library, 2,891; bound newspapers consulted, 566. No record was kept of the use of periodicals and current newspapers on open stands and racks. Total attendance, 63,209.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 6,474; issued in September of the previous year, 6,684.

Number of juvenile cards issued, 1,258; research cards, 5; teachers' cards, 144. The number of three-year cards outstanding is 234,035.

BINDERY DEPARTMENT.

Number of books at binderies September 1, 1921	12,568
Number of books sent to binderies in September, 1921	6,253
Total number of books at binderies in September, 1921	18,821
Number of books received from binderies in September, 1921	8,606
Number of books at binderies October 1, 1921	10,215
Number of books repaired in Library in September, 1921	5,626

GROWTH OF THE LIBRARY.

The total number of volumes in the Library September 30, 1921, was 1,090,642. Received since January 1, 1921, 58,579; since September 1, 1921,

3,762. Books worn out and discarded since January 1, 1921, 37,491; since September 1, 1921, 4,757. Books lost and paid for since January 1, 1921, 5,042; since September 1, 1921, 438. Books found and money refunded since January 1, 1921, 672; since September 1, 1921, 72.

CARL B. RODEN
Librarian.

CHICAGO, October 10, 1921.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 24, 1921.

OFFICIAL RECORD.

There were present the Vice-President, Director Healy, in the chair, and Directors Shutter, Schick, Beroth and Tollkuehn.

Absent—Director Cuneo and the President, Director Barr.

MINUTES APPROVED.

On motion of Director Shutter, the reading of the minutes of the regular meeting held October 10, 1921, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Shutter, Schick, Beroth, Tollkuehn and the Chair—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	340 vols.,	$ 578.00
Civics Collection:	8 vols.,	6.00
Branch Collection:	537 vols.,	804.00
High School Collection:	78 vols.,	100.00
Deposit Collection:	1979 vols.,	2515.00
School Deposits Collection:	5936 vols.,	5140.00
Rental Fund:	128 vols.,	184.00
	9006 vols.,	$9327.00

Respectfully submitted,

FRANK F. TOLLKUEHN,
C. O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Oct. 24, 1921.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Junior Assistant: Louise R. Macpherson, October 10.

Senior Assistants: Edward Henwood, October 8; Frieda Newman, October 31; Jean J. Turgeon, September 30; Mabel Twitty, October 10.

With reference to the further representations of the National Union of Steam and Operating Engineers, and of the International Brotherhood of Stationary Oilers and Firemen, regarding the salaries of engineers and firemen in our employ, we desire to repeat the recommendation embodied in our report of September 26, 1921, namely: That consideration of these petitions be postponed because of lack of funds pending compilation of the budget for the year 1922.

Respectfully submitted,

R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Oct. 24, 1921.

REPORTS.

The Secretary presented the report of the United States Audit Company on their audit of the books and accounts of the Public Library for the three months ended September 30, 1921, which was received and ordered published.

The following is the report:

October 22, 1921.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—In accordance with instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended September 30, 1921.

We compared the vouchers with the entries in the Cash Book and Voucher Record, and verified the Receipts from the Fines, Books Lost, Deposits, Etc., by a comparison with the Branch Library Daily Receipt Books and stubs of the Deposit Receipt Books.

We proved the footings of all books of original entry and traced the postings therefrom to the General Ledger.

We verified the Cash Account by checking the bank accounts and counting the cash in the office.

We inspected and checked the Securities, representing the various investments, in the presence of your Secretary, Mr. Wilson, and of your Director, Mr. Shutter.

We compared the Receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found same to be in agreement.

We submit herewith various statements as indexed, which contain full details of the transactions of the period under audit, and which are correct and in accordance with the books.

Very truly yours,

UNITED STATES AUDIT CO.
WHITNEY B. FLERSHEM, C. P. A.,
Member of American Institute of Accountants.

Funding Balance Sheet, September 30, 1921.

Fund Assets.

Public Library Fund:		
Taxes 1920 Collectible		$211,672.80
Balance in hands of City Treasurer		37,204.51
Total Public Library Fund Assets		$248,877.31
Current and Trust Funds:		
Bonds	$277,403.65	
Certificate of Deposit	334.55	
Cash	16,767.14	
Petty Cash	654.91	
Accrued Interest	36.83	
Total Current and Trust Funds		295,197.08
Total Fund Assets		$544,074.39

Fund Liabilities.

Public Library Fund		$248,877.31	
Petty Cash		1,000.00	
Current and Trust Funds:			
Kelly Fund	$200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Branch	537.67		
Ryder Fund	10,000.00		
Ryder Fund Income	132.93		
Beecher Fund	2,000.00		
Beecher Fund Income	94.63		
Jackson Fund	1,000.00		
Jackson Fund Income	7.35		
Security Deposits	2,041.25		
Special Deposits	100.00		
Rental Collections	3,507.61		
Fines	9,775.64		
Total Current and Trust Funds Liabilities		294,197.08	
Total Fund Liabilities			$544,074.39

LIBRARY FUND—RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED SEPTEMBER 30, 1921.

Receipts.

Taxes, 1920	$234,379.79
Less: Tax Warrants Redeemed	70,000.00
	164,379.79
Interest on Balance with City Treasurer	692.79
Miscellaneous Receipts	2,351.10
Unclaimed Wages	39.52
Total Receipts	$167,463.20
Add: Balance June 30, 1921	46,251.08
	$213,714.28

Disbursements.

Salaries: Main Library	82,712.56		
Branches	43,415.88		
Delivery Stations	5,592.56		
		131,721.00	
Delivery Stations: Miscellaneous		1,214.78	
Branches: Miscellaneous		4,575.83	
Books		8,018.68	
Binding		14,552.42	
Finding Lists		283.39	
Printing and Stationery		2,521.71	
Periodicals		1,375.27	
Miscellaneous Expenses		2,247.68	
Fuel		4,856.54	
Heating and Generating Plant		316.57	
Electric Supplies and Repairs		431.58	
Janitors' Expense		406.85	
Furniture and Fixtures		201.85	
Insurance		209.12	
Freight and Expressage		50.90	
Postage		923 05	
Books Lost and Paid for—Refunds		219.48	
Repairs, Alterations and Improvements		862.08	
Elevator Supplies and Repairs		49.32	
Interest		1,471.67	
Total Disbursements			176,509.77
Balance on hand September 30, 1921			$ 37,204.51

Current and Trust Funds.

Receipts and Disbursements for the Three Months Ended September 30, 1921.

Receipts.	Total	September	August	July
Kelly Branch	$ 2,921.92	$ 147.74	$ 3.67	$ 2 770.51
Ryder Fund Income	113.96	43.56	10.00	60.40
Jackson Fund Income	.04	....	....	.04
Rental Collections	1 508.83	520.38	516.48	471.97
Secretary's Petty Cash	2,544.08	546.14	523.43	1,474.51
Miscellaneous	561.22	219.19	151.56	190.47
Finding Lists	49.38	17.01	16.80	15.57
Books Lost and Paid for—Refunds	1,540.76	443.55	512.44	584.77
Deposits	1,472.65	453.50	536.90	482.25
Fines	9,775.64	3,211.76	3,111.73	3,452.15
Postage	199.74	58.69	62.31	78.74
Beecher Fund Income	45.01	44.63	.....	.38
Total Receipts	$20,733.23	$ 5,706.15	$ 5,445.32	$ 9,581.76
Add: Cash Balance June 30, 1921	5,213.14	14,067.84	11,041.64	5,213.14
	$25,946.37	$19,773.99	$16,486.96	$14,794.90
Disbursements.				
Treasurer	$ 2,351.10	$ 738.44	$ 743.11	$ 869.55
Kelly Branch	2,395.77	981.82	468.08	945.87
Books	123.91	77.56	35.80	10.55
Binding	1.60	1.60	.....	.....
Branches	101.72	11.54	23.82	66.36
Books Lost and Paid for—Refunds	219.48	80.63	86.66	52.19
Deposits	1,391.35	484.40	456.15	450.80
Delivery Stations—Miscel.	55.47	3.23	19.65	32.59
Freight and Expressage	50.90	39.59	2.26	9.05
Heating and Generating Plant	8.66	1.80	6 86	.....
Miscellaneous Expense	735.62	110.83	39.91	584.88
Periodicals	72.50	22.74	14.60	35.16
Postage	923.05	305.39	300.48	317.18
Printing and Stationery	16.10	.....	16.10	.....
Rental Collections	662.85	134.48	149.64	378.73
Ryder Fund Income	68.80	12.80	56.00	.....
Janitors' Expense	.35	.....	.....	.35
Total Disbursements	$ 9,179.23	$ 3,006.85	$2,419.12	$ 3,753.26
Balance September 30, 1921	$16,767.14	$16,767.14	$14,067.84	$11,041.64

Current and Trust Funds.

Summary of Balances for the Three Months Ended September 30, 1921.

	July	August	September
Kelly Fund	$200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Branch Fund	1,836.16	1,371.75	537.67
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	148 17	102.17	132.93
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	50.00	50.00	94.63
Jackson Fund	1,000 00	1,000.00	1,000.00
Jackson Fund Income	7.35	7.35	7.35
Security Deposits	1,991.40	2,072.15	2,041.25
Special Deposits	100.00	100.00	100.00
Rental Collections	2,754.87	3,121.71	3,507.61
Incidental Fund: Petty Cash	1,000.00	1,000.00	1,000 00
Fines	3,452.15	6,563.88	9,775.64
	$289,340.10	$292,389.01	$295,197.08
Less: Amount due from City Comptroller for Secretary's Petty Cash Fund	523.43	546.14	654.91
Accrued Interest	36.83	36.83	36.83
	560.26	582.97	691.74
	$288,779.84	$291,806.04	$294,505.34

Made up as follows:

Bonds—Book Value	$277,403.65	$277,403.65	$277,403.65
Certificate of Deposit	334.55	334.55	334.55
Cash	11,041.64	14 067.84	16,767.14
	$288,779.84	$291,806.04	$294,505.34

Reconciliation of Trust Funds September 30, 1921.

Trust Funds:

Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000.00	
Hiram Kelly Bequest	65,000.00	
		$278,000.00

Investments:		
Municipal, Liberty Loan and Railroad Bonds—Par Value $282,150.00	$277,403.65	
Certificate of Deposit No. 12229	334.55	
Cash Not Invested	261.80	
		$278,000.00

RECONCILIATION OF BANK ACCOUNTS SEPTEMBER 30, 1921.

First National Bank:		
Balance per Bank Statement	$14,928.33	
Deduct: Outstanding Checks	22.92	
Balance per Books		$14,905.41
Union Trust Company:		
Balance per Bank Statement	1,240.46	
Deduct: Outstanding Checks	477.82	
Balance per Books		762.64
Illinois Trust and Savings Bank:		
Balance per Savings Account		234.91
Total Bank Balances		$15,902.96
Add: Deposits of October 1 to October 20, 1921, inclusive:		
First National Bank	3,699.73	
Union Trust Company	1,826.00	
Illinois Trust and Savings Bank	45.00	5,570.73
		$21,473.69
Deduct: Withdrawals October 1 to October 20, 1921, incl.:		
First National Bank	1,278.44	
Union Trust Company	507.33	
Illinois Trust and Savings Bank	124.15	
		1,909.92
Balance per Banks September 30, 1921		$19,563.77
Add: Cash per Count October 20, 1921	75.11	
Disbursements October 1 to October 20, 1921	11,478.55	
		$11,553.66
		31,117.43
Deduct: Receipts October 1 to October 20, 1921		14,350.29
Balance per Books September 30, 1921		$16,767.14

NEW BUSINESS.

Director Shutter moved that the Librarian be authorized to expend a sum not to exceed Twenty-five Dollars for a Library Exhibit in the Up Town Exposition to be held November 1 to 5, 1921.

Carried.

On motion of Director Shutter, the Board adjourned.

A. R. Wilson

Secretary.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 14, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held October 24. 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Miss Edith Kammerling, praying the Board to grant her compensation for time lost on account of illness.

Referred to the Committee on Administration.

The following communication from the Secretary of the Public Library Employés Pension Fund, which was received and ordered published.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—I beg to submit herewith report on the condition of the Public Library Employés Pension Fund for the year ended September 30, 1921.

Respectfully,

H. G. WILSON, *Sec'y.*

Nov. 14, 1921.

To the President and Trustees, Public Library Employes Pension Fund—Chicago.

Gentlemen:—In accordance with Article VII of the by-laws of this Board, I beg to submit for your consideration the appended statements showing the receipts and disbursements of the Public Library Employés Pension Fund for the year ended September 30, 1921, and the condition of the fund at the same date.

Contributors.

At the date of this report there are 233 contributors to the fund, a net decrease of twenty for the year. Nineteen contributors have resigned from the library service and received the refund of one-half of their payments into the fund. as provided by the Pension Act. Two contributors who had fulfilled all the requirements for pension resigned from the library service and were placed on the pension roll.

Pensioners.

There are now twenty-two former employés of the library drawing pensions with a monthly pension roll of $996.50. The amount paid out for pensions during this year was $11,728.88.

The list of pensioners with monthly allowance is as follows:

C. A. Lange	$37.50
Otto Goldberger	50.00
Charles R. Barnes	49.00
Henrietta Lovi	50.00
Samuel Rogalski	41.50
Jessie Booth Perry	48.50
Elie Hudon	37.50
Martin Schnee	25.00
James C. Barbee	50.00
John Toman	46.00
Margaret Crain	44.50
John Clarke	34.00
Charles I. Moulton	50.00
Mary W. Wood	50.00
Anna Riordan	50.00
Anna J. Ford	48.50
John Christian	45.00
Anna C. Reque	50.00
Catherine Murray	44.50
Mathilda S. Nodek	45.00
George S. King	50.00
Lilyan M. Langland	50.00

Investments.

The sum of $15,000.00 was invested February 16, 1921, in anticipation tax warrants against the Public Library taxes of 1920. This warrant with 5% interest was paid early in July. The other investments were in United States Fourth Liberty Loan 4¼'s, City of Chicago 4's, and Rockford, Illinois, School District Building 5% bonds, all of which were purchased at a discount and yield from 5¼% to 6%. The investments in bonds amounted to $35,000 00 par value.

The Pension Fund.

With bonds aggregating $259,314.53 (par value $266,500.00) and a cash balance in the hands of the City Treasurer amounting to $10,149.12 the resources of the fund are now $269,463.65, an increase of $27,284.59 for the year. This does not include the sum of $9,775.64, fines for retention of books for the months of July, August and September, which has not as yet been turned over to the pension fund.

The delay in turning this money over to the pension fund has been due to a legal question arising in connection with the passage of an Act by the last General Assembly amending the Library Employés Act. The amended Act now provides that the pension fund shall consist "of amounts retained from the salaries or wages of employés, as hereinafter provided, which amounts shall be deducted in equal monthly installments from such salary or wages at the regular time or times of the payment thereof, *all fees or penalties collected for retention of books beyond the time prescribed by rule of the board of directors by virtue of by-laws and regulations adopted under authority of Section 5 of the Act herein referred to by its title* (the library act) and such other moneys derived from miscellaneous receipts as the board of directors shall determine."

Detailed statements of receipts and disbursements as required by Article VII of the by-laws, together with a list of securities held by the City Treasurer *ex-officio* Custodian of the Pension Fund, are attached hereto.

Respectfully submitted,

H. G. WILSON,

Chicago, Nov. 14, 1921. *Secretary.*

Public Library Employes Pension Fund—Financial Statement for Year Ended September 30, 1921.

RECEIPTS.

Balance cash in Treasurer's hands September 30, 1920		$12,349.66
Cash collected as fines for retention of books and turned over to pension fund by Board of Directors of the Chicago Public Library (January to June, 1921, inclusive)		25,502.75
Deductions from salaries of contributors		3,281.97
Liquidation of Securities:		
5–$500 00 Proviso Township 5% bonds	$ 2,500.00	
1–$500.00 Waukegan 5% bond	500.00	
1–City of Chicago Anticipation Tax Warrant (Library Fund)	15,000.00	
		18,000.00
Income from investments—coupons		11,128.83
Interest on cash balances—City Treasurer		307.90
Total receipts		70,571.11

DISBURSEMENTS.

Pension rolls	$11,728.88	
Refunds to contributors withdrawing from library service	351.46	
Printing	22.00	
Premium on Treasurer's bond	187.50	
Investments:		
City of Chicago Anticipation Tax Warrant (Library Fund)	15,000.00	
$10,000.00 U. S. Fourth Library Loan 4¼% bonds	8,734.00	
Accrued interest on above	42.50	
5 City of Chicago (Ashland Ave. Improvement 4% bonds)	4,468.50	
Accrued interest on above	96.11	
5 City of Chicago (Ogden Ave. Improvement) 4% bonds	4,610.50	
Accrued interest on above	96.11	
15 Rockford, Ill., School District 5% bonds	14,711.50	
Accrued interest on above	372.93	
Total disbursements		60,421.99
Balance cash in Treasurer's hands September 30, 1921		10,149.12

RESOURCES OF FUND SEPTEMBER 30, 1921.

Cash balance in hands of City Treasurer	$ 10,149.12
Securities as per list attached (par value $266.500.00)	259.314.53
	$269,463.65

INVESTMENTS.

		Par Value.	
8	Chicago City Ry. Co. 5% bonds	($ 8,000.00)	$ 7,840.00
7	North Shore Electric Co. 5% bonds	(7,000.00)	6,940.00
4	Commonwealth Edison Co. 5% bonds	(4,000.00)	4,100.00
6	Colorado & Southern Ry. Co. 4½% bonds	(6,000.00)	5,880.00
5	Met. W. Side Elevated Ry. Co. 4% bonds	(5,000.00)	4,143.75
5	Cicero Gas Co. 5% bonds	(5,000.00)	4,735.00
10	Public Service Co. Northern Ill. 5% bonds	(10,000.00)	9,750.00
5	Chicago Telephone Co. 5% bonds	(5,000.00)	5,050.00
5	Mutual Fuel Co. 5% bonds	(5,000.00)	5,025.00
3	Old Portage Pk. District 5% bonds	(3,000.00)	3,120.00
3	Cook County Hospital 4% bonds	(3,000.00)	2,880.00
1	Lincoln Park 4% bond	(1,000.00)	950.00
8	Fernwood Pk. District 4½% bonds	(4,000.00)	3,864.66
3	School District No. 98 (Cook Co.) 5% bonds	(3,000.00)	3,079.20
3	East St. Louis Pk. District 4½% bonds	(3,000.00)	2,943.30
7	Marion (Ill.) Township High School 4% bonds	(7,000.00)	6,742.00
3	Western United Gas and Electric Co. 5% bonds	(3,000.00)	2,951.25
6	Western United Gas and Electric Co. 5% bonds	(3,000.00)	2,951.25
6	Northwestern Elevated Ry. Co. 5% bonds	(6,000.00)	5,580.00
8	Joliet (Ill.) refunding 4½% bonds	(4,000.00)	3,804.96
3	River Grove (Ill.) Improvement 5% bonds	(1,500.00)	1,477.50
2	Village of Kansas (Ill.) water 5% bonds	(1,000.00)	1,018.10
4	City of W. Frankfort (Ill.) water 5% bonds	(2,000.00)	2,045.40
4	New Trier Township (Cook Co.) 4½% bonds	(4,000.00)	4,000.00
8	School District No. 99 (Cook Co.) 4½% bonds	(8,000.00)	7,864.00
2	West Pullman (Chicago) Pk. District 5% bonds	(2,000.00)	2,100.40
5	Cincinnati Gas and Electric Co. 5% bonds	(5,000.00)	5,000.00
5	Kansas City Ry. Co. 5% bonds	(5,000.00)	4,800.00
11	South Side Elevated Ry. Co. 4½% bonds	(11,000.00)	9,955.00
9	Ridge Pk. District (Chicago) Improvement 5% bonds	(4,500.00)	4,753.67
5	Ridge Pk. District (Chicago) Longwood Drive 5% bonds	(2,500.00)	2,640.93
5	Des Moines Electric Co. 5% gold bonds	(5,000.00)	4,950.00
5	Central Ill. Public Service Co. 5% gold bonds	(5,000.00)	4,500.00
5	South Park Commission 4% bonds	(5,000.00)	4,714.50
2	Sanitary District 4% bonds	(2,000.00)	1,938.20
6	Hamilton Co. Ill. School Dist. No. 39 4½% bonds	(3,000.00)	2,974.20
4	Cumberland Co. Ill. 5% road bonds	(4,000.00)	4,069.76
5	City of Chgo. Ashland Ave. Improvement 4% bonds	(5,000.00)	4,468.50
5	City of Chgo. Ogden Ave. Improvement 4% bonds	(5,000.00)	4,610.50
15	Rockford, Ill., School District 5% bonds	(15,000.00)	14,711.50
	$ 5,000.00 United States Second Liberty Loan 4¼% bonds	(5,000.00)	4,658.00
	$25,000.00 United States Third Liberty Loan 4¼% bonds	(25,000.00)	25,000.00
	$16,000.00 United States Fourth Liberty Loan 4¼% bonds	(16,000.00)	16,000.00
	$10,000.00 United States Fourth Liberty Loan 4¼% bonds	(10,000.00)	8,734.00
	$20,000.00 United States Victory Liberty Loan 4¾% notes	(20,000.00)	20,000.00
		$266,500.00	$259,314.53

I, H. G. Wilson, Secretary of the Board of Trustees of the Public Library Employés Pension Fund, do hereby certify that the foregoing statements are true to the best of my knowledge and belief. H. G. WILSON,
Secretary.

Signed and sworn to before me on this 14th day of November, A. D. 1921.
[SEAL] GEO. B. UTLEY,
Notary Public.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee, and recommended for purchase:

Main Collection:	1,103 vols.,	$1744.00
Civics Collection:	20 vols.,	121.00
Thomas Hughes Collection:	1121 vols.,	1642.00
Deposit Collection:	776 vols.,	1104.00
Branch Collection:	2875 vols.,	3981.00
High School Collection:	83 vols.,	138.00
Rental Fund:	238 vols.,	334.00
	6216 vols.,	$9,064.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $169.19, be paid from the incidental fund.

Under authority of the Board referring the matter of periodical subscriptions for the year 1922 to the Committee on Library with power to act, your Committee caused invitations for proposals to supply current American periodicals to be sent to a number of dealers. These bids were received, as follows:

Olin M. Cleveland	$9597.00
Periodicals Sales	9284.45
J. M. Hanson-Bennett Agency	9220.00

We therefore recommend that the contract be awarded to the lowest bidder, the J. M. Hanson-Bennett Agency, at the above figure.

Respectfully submitted,
FRANK F. TOLLKUEHN,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Nov. 14, 1921.

Also a list of bills to be paid from special funds, and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Rental Collection:	
A. C. McClurg & Co., books	$586.30
Ryder Fund:	
J. M. Hanson-Bennett Magazine Ageney, periodicals	$51.00
Massachusetts Society of the Colonial Dames of America, book	10.20
	$61.20

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

A. C. McClurg & Co., books	$4,939.17
Marshall Field & Co., books	227.55
A. L. A. Publishing Board, books	185.81
Albert Bonnier Publishing House, books	53.04
American Printing House for the Blind, books	46.90
Kroch's International Bookstore, books	28.18
National Child Welfare Ass'n, posters	16.20
National Education Ass'n of the United States, books	12.50
McDonough & Co., books	10.00
All-Star Sport Service, books	10.00

Financial Books Co., books	9.00
H. C. Hoffert, books	9.00
H. W. Wilson Co., books	3.22
J. M. Hanson-Bennett Magazine Agency, annual periodical subscriptions	9,166.00
Standard Statistics Co., subscription	30.00
Brabandt & Valters Book Binding Co., binding	1,731.23
Hehn & Hoth, binding	884.15
Northwestern Bindery, binding	868.69
Sigurd Gulbrandsen, binding	702.05
Burgmeier Book Bindery, binding	616.80
William H. Simpson, binding	505.25
Geo. E. Koehler & Son, binding	477.20
Tucker-Kenworthy Co., printing	94.50
J. W. Butler Paper Co., paper	84.23
James Watson & Co., printing	112.25
Max Stern's Sons Co., printing, etc.	87.25
Cameron, Amberg & Co., order books	61.50
Mead & Wheeler Co., cards	123.50
Parker, Thomas & Tucker Paper Co., paper	93.17
Pilcher-Hamilton Co., paper	30.10
Swigart Paper Co., paper	15.04
Bradner Smith & Co., paper	7.20
Library Bureau, guides and label holders	27.67
Dennison Mfg. Co., labels and paper fasteners	9.55
Tablet and Ticket Co., gummed letters	4.20
Chicago Evening Post Co., advertising	4.50
Ioas Bros. Co., pencils and record books	132.12
P. A. Salisbury-Schulz Co., rubber stamps, ink pads, etc.	51.55
Geo. E. Cole & Co., stationery	41.52
Albert Hancock & Co., paper	32.50
Rolle Rubber Co., rubber bands	12.50
Rockwell Barnes Co., paper	8.70
A. B. Dick Co., paper	6.00
Royal Typewriter Co., repairs to typewriting machines	4.60
H. G. Wilson, Secy, cash expenditures, Oct., 1921	496.62
	$22,072.71

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition upon the Civil Service Commission:

Head Assistant: Mary Moser, October 10.

Janitor: Vito A. Vernier, October 31.

It is further recommended that leave of absence be granted to Catherine J. Fox, senior assistant, from November 14, 1921, to January 2, 1922.

Respectfully submitted,

R. G. SHUTTER,
JAMES J. HEALY,
C. E. SCHICK,
Committee on Administration.

CHICAGO, Nov. 14, 1921.

He, also, presented the following bills:

Joyce & Co., premium on bond of Secretary	$25.00
United States Audit Co., fee for audit of books and accounts, 3 months ended September 30, 1921	43.75

and moved that the bills be ordered paid.

Carried.

He, also, presented the list of vacancies and appointments for the month of October, 1921, which was received and ordered published.

The following is the list:

APPOINTMENTS.

Pages (Temp.): Lawrence Dolan, October 1; Richard H. Ludden, October 8; George Mangan, October 22; Thomas Mulroy, October 21.

Junior Assistants (Temp.): Dorothy M. Boettinger, October 4; Marie Boettinger, October 4; Raymond E. Davies, October 3; Arthur B. Johnson, October 26; L. Bradford Kenyon, October 5; Savilla Kingsley October 28; Ruth M. Koll, October 7; Frank Kolodgie, October 3; Alice Lincoln, October 6; John C. Luke, October 5; Laura Malone, October 26; Fannie B. Morton, October 31; Herman Oscherowitz, October 17; William H. Peacock, October 11; Rollan M. Potter, October 3; Miriam Reighter, October 13; Dorothy Ruths, October 5; Edward Weincord, October 3.

Elevator Operator (Temp): Charles P. Ryan, October 20.

Head Catalager (Promotional): Lucy E. Brown, October 13.

Janitor (On Probation): Vito A. Vernier, October 31.

SEPARATIONS.

Pages: Rudolph Pisani, October 4; Joseph Sullivan, October 25.

Junior Assistants: Joseph V. Benesch,

October 2; Paul Feldstein, October 20; Abe Finkelstein, October 15; Lorraine Fischer, October 16; Mildred Johnson, October 25; John Kmet, October 17; Hazel Kober, October 2; Ruth M. Koll, October 13; Julian P. Krakowski, October 3; Abe Kretshmer, October 17; Alice Lincoln, October 26; Miriam Reighter, October 31; Richard W. Roberts, October 30; Ernest Sayers October 30; Florence Waldorf, October 10; Joseph Weinberg, October 17; Harriet Williams, October 25.

Principal Children's Librarian: Mary S. Wilkinson, October 31.

Janitor: Joseph Zemba, October 31.

3d Assistant Operating Engineer: John Storck, October 31.

Elevator Operator: Charles P. Ryan, October 10; October 24.

Engineer-Janitor: George M. Tilton, October 31.

RESIGNATIONS.

Junior Assistants: Margaret Cahill, October 10; Louise R. Macpherson, October 10.

Senior Assistants: Edward Henwood, October 8; Freida Newman, October 31; Mary Smelter, October 5; Jean Turgeon, September 30; Mabel Twitty, October 10.

Principal Assistant: Eliza R. Pendry, September 20.

Head Assistant: Mary Moser, October 10.

Janitor: Vito A. Vernier, October 31.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Lewis Institute, rent, Madison Street Branch	$ 225.00
John Makovsky, rent, West North Ave. Branch	200.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius Fuermann, rent, Logan Square Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	125.00
Hermon Beardsley Butler House, rent, Butler Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
J. W. Petersen Coal Co., coal	51.92
Consumers Co., coal (Branch)	41.11
Commonwealth Edison Co., electric current (Branches)	227.29
Peoples Gas Light & Coke Co., gas (Branches)	7.20
Illinois Bell Telephone Co., telephone service	182.19
O. C. Keckley Co., auto air vents	7.60
Westinghouse Electric Mfg. Co., repairing electric fan	7.50
H. J. Troch, street sprinkling (Branches)	6.50
Francis P. Burke, photographs	22.00
Chicago Linen Supply Co., towel supply	107.97
Individual Towel & Cabinet Service Co., towel supply	43.51
Haegele Ice Co., ice	49.94
Citizens Service Bureau, removing cinders and street sprinkling	66.96
A. P. W. Paper Co., toilet supplies	58.52
Bullard & Gormley Co., hardware	55.66
H. Schulz & Co., pamphlet boxes	50.00
Pottinger-Flynn Coal Co., coal	1,028.06
David Rutter & Co., coal	360.63
Gallagher-Mihell Mfg. Co., waste, etc	43.83
J. E. Rhoads & Sons, belting	19.58
John Mohr & Sons, boiler plate	19.50
Crane Co., bushings, plugs, etc	8.53
Johnson Service Co., repairing thermostat	5.28
John A. Roehlings Sons Co., rope	4.88
Lux Mfg. Co., Tungsten lamps	147.00
Inland Electric Co., electrical supplies	16.70
City Collector, elevator inspection	4.00
L. Gould & Co., twine, mop wringers, etc.	53.58
James S. Kirk & Co., soap	32.71
Wilson & Co., soap powder	20.00
Luminous Fixtures & Supply Co., furnishing and installing lighting fixtures at Kelly Branch	158.00
Marshall Field & Co., curtains, Sheridan Branch	153.00
T. L. Robinson, signs	126.00
Gaylord Bros., guides and charging trays.	50.70
Oliver Typewriter Co., typewriting machine	43.50
G. B. Davidson, insurance on "Republic" car	21.00
H. Rosenbaum Roofing Co., laying new slate tile on Library Building roof	533.15
Mitchel & Halbach Co., redecorating reading room Randolph street entrance.	240.00
Veeder Mfg. Co., counters	15.11
Gallaher & Speck, machinists' labor and material	7.21
Carson, Pirie, Scott & Co., rug for Legler Branch	117.60
F. M. Johansen, painting, etc	50.50
J. B. Hewitt & Co., repairs to telephone system	11.70
Peter F. Brouk Co., signs	7.50
Standard Oil Co., oil	133.35
Valvoline Oil Co., oil	19.83
Glenn E. Holmes, auto accessories	10.29
Republic Truck Sales Corporation, auto parts	10.01
Splitford Service & Sales Co., piston rings	7.80

Remien & Kuhnert Co., paint, enamel and paper	15.15
Maypole Garage, auto storage, etc	22.00
John Wojtalewicz, auto storage	10.00
H. G. Wilson, Secy, cash expenditures, Oct., 1921	247.98
	$5,971.53

Director Schick presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—In accordance with the action of the Board authorizing the Secretary to advertise for proposals for coal for the main and branch library buildings, your Committee opened bids October 24, 1921. The proposals for supplying Pocahontas slack for the main library building were as follows:

	Per Ton
David Rutter & Co	$6.70
F. G. Hartwell & Co	7.20
Pottinger-Flynn Coal Co	7.35
Consumers Co	7.35
Bunge Bros. Coal Co	7.70
Edwin F. Daniels & Co	7.75
Franklin Coal Co	7.95

Your Committee recommends that a contract be awarded to David Rutter & Co. to furnish 3,000 tons, more or less, of Pocahontas (McDowell County, West Va.) slack at a price of $6.70 per ton, and that the contractor furnish a surety company bond in the amount of $2,000.00 for the faithful performance of the contract.

Your Committee also recommends that contracts be awarded for supplying coal to the various branches to the following firms, the proposal in each case being the lowest received, as shown on the schedule of bids attached to this report.

Pottinger-Flynn Coal Co. Kelly & Blackstone Branches: Small Egg Anthracite	$15.35	per ton
No. 2 Chestnut	12.70	"
Pottinger-Flynn Coal Co. Walker Branch: Range Anthracite	15.60	"
Edwin F. Daniels & Co. Legler Branch: Franklin County Mine Run	6.50	"
Edwin F. Daniels & Co. Humboldt Branch: Pocahontas Mine Run	8.60	"
Edwin F. Daniels & Co. Douglas Branch, Woodlawn Branch: Franklin County Egg	7.15	"

Your Committee further recommends that the request of the Department of Health to move the recording pressure gauge installed in the basement of the Walker Branch library, 111th street and South Hoyne avenue, to a location on the first floor be granted and that permission be given to install said instrument in the lavatory on the first floor.

Respectfully submitted,

C. E. Schick,
James J. Healy,
Frank F. Tollkuehn,
Committee on Buildings and Grounds.

Nov. 14, 1921.

REPORTS.

The Librarian presented his statistical report for October, 1921, which was received and ordered published.

On motion of Director Tollkuehn, the Board adjourned.

H. G. Wilson
Secretary.

REPORT OF LIBRARIAN FOR OCTOBER, 1921

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of October was 588,291; for the corresponding month of the previous year, 557,169. The circulation was from the following sources:

Central Library	96,171
Branches	346,281
Stations	22,653
Traveling Libraries	94,172
Deposits	25,714
Branch Reference	3,300
	588,291

The following is a summary of the books obtained at the Central Library:

Main Collection	39,351
Open Shelf	43,321
Hughes Room	5,536
Music Room	3,661
Information Desk	1,800
Books for the Blind	1,613
Documents	351
Miscellaneous	538
	96,171

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	11,983	280	12,263
Austin High	9,102	....	9,102
Bessemer Park	8,463	305	8,768
Blackstone	12,122	372	12,494
Butler House	9,931	186	10,117
Douglas Park	17,533	389	17,922
Eckhart Park	6,710	91	6,801
Englewood High	5,140	....	5,140
Hamilton Park	10,003	256	10,259
Hamlin Park	4,983	98	5,081
Hardin Square	4,769	114	4,883
Harrison High	5,827	...	5,827

Hebrew Institute	5,891	111	6,002
Holstein Park	7,913	279	8,192
Humboldt	13,784	1,289	15,073
Independence Park	5,807	184	5,991
Kelly	18,120	369	18,489
Kosciuszko	4,066	80	4,146
Lake View High	8,451	....	8,451
Legler	22,439	195	22,634
Lewis Institute	13,669	364	14,033
Lincoln Center	8,152	411	8,563
Lindblom High	4,037	...	4,037
Logan Square	10,923	395	11,318
Marshall High	6,637	....	6,637
Ogden Park	9,344	171	9,515
Rogers Park	10,253	123	10,376
Senn High	8,910	....	8,910
Seward Park	5,277	362	5,639
Shedd Park	12,784	247	13,031
Sheridan Park	16,816	339	17,155
Sherman Park	8,105	352	8,457
Stanton Park	3,683	104	3,787
Walker	4,348	72	4,420
West North Ave	10,332	357	10,689
Woodlawn	19,974	723	20,697
Total	346,281	8,618	354,899

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	3,478	..	3,478	Cleveland	2,533	257	2,790
Armitage	755	9	764	Dauphin Park	1,508	96	1,604
Association House	4,263	1,314	5,577	Drexel	380	43	423
Avondale	1,213	39	1,252	Dunning	1,556	..	1,556
Birchwood	1,671	..	1,671	East Rogers Park	1,090	41	1,131
Campbell Park	429	..	429	East Sixty-first St.	657	93	750
Chase House	735	33	768	Edison Park	1,218	..	1,218
Cheltenham	1,638	31	1,669	Eleanor Soc. Center	1,036	..	1,036
Chicago Ave.	716	27	743	Fernwood	1,184	..	1,184
Chicago Lawn	3,041	..	3,041	Gad's Hill Center	1,353	..	1,353
Cicero Ave.	873	17	890	Gage Park	2,036	..	2,036
Clearing	916	..	916	Garden Homes	463	..	463

Grand Ave.	1,022	418	1,440
Grand Crossing	879	67	946
Gresham	1,456	47	1,503
Hegewisch	1,342	..	1,342
Henry Booth House	452	..	452
Hermosa	1,025	497	1,522
House of Happiness	916	..	916
Howell Neigh. House	728	..	728
Irving Park	673	73	746
Jefferson Park	2,482	..	2,482
Kedzie	1,433	..	1,433
Lake View	796	..	796
Larrabee St.	1,781	551	2,332
Lawndale	2,271	..	2,271
LeMoyne	2,356	106	2,462
Longwood	736	..	736
Mayfair	1,025	..	1,025
Montrose	1,477	..	1,477
North Clark St	450	155	605
Norwood Park	1,120	..	1,120
Olivet Baptist Ch.	338	..	338
Park Manor	4,136	370	4,506
Ravenswood	2,045	207	2,252
Roseland	2,567	47	2,614
Samaritan	1,195	..	1,195
St. Louis	1,090	45	1,135
S. Ashland Ave.	1,734	734	2,463
Southport	734	164	898
S. Western Ave.	807	262	1,069
Trumbull Park	1,525	..	1,525
Wakeford	1,211	101	1,312
Washing'n Heights	789	..	789
West Division	1,498	..	1,498
West Harrison	616	500	1,116
West Pullman	1,916	..	1,916
West Ravenswood	2,868	287	3,155
West 16th St.	5,060	635	5,695
West Twelfth St.	1,950	1,188	3,138
Wieboldt	2,008	218	2,226
Windsor Park	923	..	923
Totals	94,172	8,672	102,844

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	346,281	8,618	354,899
Traveling Libraries	94,172	8,672	102,844
Business House Libraries	18,045	916	18,961
Special Deposits	7,669	.....	7,669
Branch Reference	3,300	.....	3,300
Totals	469,467	18,206	487,673

Of the 22,653 books supplied through the Stations Department, 8,618 were sent to 29 branches and 14,035 to 53 stations. The books supplied for the same month of the preceding year numbered 31,318 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 22,627.

REFERENCE ROOM.

Number of books issued from stacks 32,096

Number of recorded visitors 14,593

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,300; reference questions, 1,477.

ARTS AND CRAFTS ROOM.

Books consulted, 4,574. Visitors, 1,057.

HUGHES ROOM.

Volumes circulated, 5,536; pictures circulated, 3,653; recorded visitors, 3,768. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 2,230; directories consulted, 2,838; bound documents used, 2,564; books, 1,082; pamphlets, 20,040; visitors, 7,604.

PATENTS ROOM.

Patents consulted, 6,435. Visitors, 1,455.

STUDY ROOM.

Books consulted, 1,261. Visitors, 3,421.

CURRENT PERIODICALS AND NEWSPAPERS.

Periodicals issued at the counter at Central Library, 3,346; bound newspapers consulted, 685. No record was kept of the use of periodicals and current newspapers on open stands and racks. Total attendance, 86,417.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 9,785; issued in October of the previous year, 11,717.

Number of juvenile cards issued, 2,846; research cards, 3; teachers' cards, 257. The number of three-year cards outstanding is 234,624.

BINDERY DEPARTMENT.

Number of books at binderies October 1, 1921	10,215
Number of books sent to binderies in October, 1921	5,040
Total number of books at binderies in October, 1921	15,255
Number of books received from binderies in October, 1921	8,144
Number of books at binderies November 1, 1921	7,111
Number of books repaired in Library in October, 1921	3,541

GROWTH OF THE LIBRARY.

The total number of volumes in the Library October 31, 1921, was 1,095,029. Received since January 1, 1921, 65,361; since October 1, 1921, 6,782. Books worn out and discarded since January 1, 1921, 39,137; since October 1, 1921, 1,646. Books lost and paid for since January 1, 1921, 5,688; since October 1, 1921, 646. Books found and money refunded since January 1, 1921, 690; since October 1, 1921, 103.

CARL B. RODEN
Librarian.

CHICAGO, November 14, 1921.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 28, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr in the chair, and Directors Healy, Shutter, Schick, Beroth and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held November 14, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Joseph Rubens with reference to the renewal of the lease of the premises occupied by the Sheridan Branch Library, 4869-4873 Broadway.

Referred to the Committee on Buildings and Grounds.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee, and recommended for purchase:

Main Collection:	1306 vols.,	$1698.00
Civics Collection:	6 vols.,	42.00
Thomas Hughes Collection:	467 vols.,	606.00
Deposits Collection:	795 vols.,	1120.00
Branches Collection:	2328 vols.,	3510.00
High School Collection:	91 vols.,	156.00
Rental Fund:	258 vols.,	365.00
	5251 vols.,	$7497.00

Respectfully submitted,
FRANK F. TOLLKUEHN,
R. G. SHUTTER,
C. O. BEROTH,
Committee on Library.

CHICAGO, Nov. 28, 1921.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignation has been received by your Committee on Administration, and its acceptance is recommended with instructions to the Librarian to fill the vacancy by requisition upon the Civil Service Commission:

Hamilton C. Carter, janitor, November 5.

It is further recommended that leave of absence be granted to Ida Fagen, senior assistant, for five weeks.

Respectfully submitted,

R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Nov. 28, 1921.

Director Shutter, on behalf of the Committee, presented the following resolution:

Whereas, In order to provide funds for the prompt payment of the pay rolls and miscellaneous expenses of the Chicago Public Library, it will be necessary to sell anticipation tax warrants against the library tax levy for the year 1921, therefore be it

Resolved, That the City Council be and is hereby requested to authorize his honor, the Mayor, and the City Comptroller to issue warrants against and in anticipation of the taxes levied by the City of Chicago for the Public Library tax for the year 1921 as shall be needed to meet salaries and current expenses to an amount not exceeding 75 per centum of the total tax levy for library purposes for said year, and to attach to such warrants interest coupons for interest thereon at a rate not exceeding 6 per centum per annum, payable only out of the taxes against which said warrants shall be drawn when collected.

Director Shutter moved the adoption of the resolution.

Carried.

Yeas—Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

NEW BUSINESS.

Director Tollkuehn moved that the question of permitting the Boy Scouts to hold meetings in branch library buildings be referred to the Librarian with authority to act.

Carried.

On motion of Director Tollkuehn, the Board adjourned.

A. L. Wilson
Secretary.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 12, 1921.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned to meet Friday, December 16, 1921, at 4:30 o'clock p. m.

A. L. Wilson
Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, FRIDAY, DECEMBER 16, 1921.

OFFICIAL RECORD.

There were present the President, Director Barr in the chair, and Directors Healy, Shutter, Schick and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held November 28, 1921, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The following communication was received and ordered placed on file:

To the Board of Directors,
The Chicago Public Library,
Chicago.

Gentlemen:—The kind expression of your sympathy in our recent bereavement is acknowledged with sincere gratitude.

William Schick and Family.

The President, Director Barr, presented the following and moved its adoption.

Carried by rising vote.

Resolved, That the Board of Directors avail itself of the opportunity of this regular meeting to express to Director Schick the sympathy and condolence of the Board on the passing of his mother.

COMMITTEE ON LIBRARY.

Director Tollkuehn, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents the following lists of books recommended by the Librarian, and approved by the Committee, and recommended for purchase:

Main Collection:	815 vols.,	$1379.00
Civics Collection:	32 vols.,	24.00
Thomas Hughes Collection:	20 vols.,	24.00
Deposit Collection:	1551 vols.,	2000.00
Branches Collection:	1758 vols:,	2588.00
High School Collection:	64 vols.,	107.00
Rental Fund:	180 vols.,	252.00
Beecher Fund:	32 vols..	94.00
	4452 vols.,	$6468.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $61.42, be paid from the incidental fund.

Respectfully submitted.

FRANK F. TOLLKUEHN,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Dec. 16, 1921.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

A. L. A. Publishing Board, books and book lists	$ 258.00
Marshall Field & Co., books	195.53
Librarian of Congress, catalog cards and proof sheets	123.88
Kroch's International Bookstore, books and subscriptions	47.77
Carnegie Library of Pittsburgh, books	44.89
A. Haendler, books	20.00
Fitch Publishing Co., books	18.00
Clayton F. Summy Co., books	14.90
Library Bureau, cards and books	11.13
Wrigley Directories, books	10.00
James T. White & Co., books	6.00
McDonough & Co., book	5.00
A. W. Shaw Co., subscription	5.40
Geo. E. Koehler & Son, binding	1,513.70
Northwestern Bindery, binding	820.97
Hehn & Hoth, binding	814.59
Brabandt & Valters Book Binding Co., binding	701.11
Sigurd Gulbrandsen, binding	361.45
Burgmeier Book Bindery, binding	353.50
William H. Simpson, binding	247.80
Slade, Hipp & Meloy, gummed muslin	15 00
Old Jumbo Glue Co., glue	14.00
Tucker-Kenworthy Co., printing	76.50
J. W. Butler Paper Co., paper	62.86
Chicago Paper Co., paper	69.74
Bradner Smith & Co., paper	12.01
Swigart Paper Co., paper	4.00
Max Stern's Sons Co., printing	203.75
Rockwell Barnes Co., pencils	39.45
P. A. Salisbury-Schulz Co., rubber dates, stamps, ink pads, etc	23.51
Gerts, Lumbard & Co., brushes	16.95
Tablet and Ticket Co., gummed letters	14.35
City Collector, pay-roll sheets, etc	13.00
Geo. E. Cole & Co., stationery	10.94
Eugene Dietzgen Co., blueprints	9.18
Shelp Mfg. Co., stitched binder	9.00
Dennison Mfg. Co., gummed labels	6.65
A. B. Dick Co., mimeograph supplies	6.00
Royal Typewriter Co., repairs	4.35
Shea, Smith & Co., sponges	2.88
H. G. Wilson, Secy, cash expenditures, Nov., 1921	438.11
James Watson & Co., printing	57.30
	$6,683.15

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5

Nays—None.

Rental Collection:

A. C. McClurg & Co., books	$629.72
R. R. Bowker Co., books (Bookshelf)	136.50
	$766.22

Beecher Fund:

Clayton F. Summy Co., books	$ 93.30

He, also, presented a list of bids for linotype composition, electroplates, presswork and binding for an edition of 5,000 copies of the fiction list; the proposals being made on an estimated 256 pages and cover, and moved, on behalf of the Committee, that the work be awarded to the Printing Products Corporation, the lowest bidder, on their bid of $1,555.00 with extra charge, or an allowance of $4.50 per page for any variance from the number of estimated pages.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report signed by a majority of the Committee, Director Healy dissenting to the recommendation in regard to the petition of Miss Kammerling:

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignation has been received by your Committee on Administration, and its acceptance is recommended with instructions to the Librarian to fill the vacancy by requisition upon the Civil Service Commission:

I. Matthew H. Jackson, janitor, December 7.

II. It is further recommended that leave of absence be granted to Roger J. Sullivan, page, for six weeks.

III. On December 2d the Librarian reported to this Committee that he had suspended John P. Wallenborn, chauffeur, from the service for a period of two days with loss of pay, under the provisions of Article XVII of the By-Laws; the reason for said suspension being for conduct detrimental to the service. Your Committee recommends that this action be approved.

IV. In the matter of the petition of John F. James, head reference assistant, for time lost through illness from March 1st to July 31st, inclusive, and of Edith Kammerling, head assistant in the Civics Department, for time lost through illness from September 8th to November 13th, we recommend that these two petitions be granted, with half pay as to Mr. James and full pay for Miss Kammerling.

Respectfully submitted,

R. G. SHUTTER,
C. E. SCHICK,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Dec. 16, 1921.

Director Shutter moved to concur in the recommendations of the Committee contained in paragraphs numbered one, two and three.

Carried.

Director Shutter moved that the Board concur in the recommendation of the Committee contained in paragraph four in reference to granting compensation to John F. James for time lost on account of illness.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Director Shutter moved that action on the recommendation contained in para-

graph four in reference to the petition of Miss Kammerling for compensation for time lost on account of illness be deferred.

Carried.

Director Shutter presented the list of vacancies and appointments for November, 1921, which was received and ordered published.

The following is the list:

APPOINTMENTS.

Pages (Temp.): Jacob Baskin, November 4; Edward Miller, November 11; Walter Nikol, November 30; James S. Russell, November 30.

Pages (On Probation): Willard M. Becker, November 3; Leonard Epstein, November 12; William N. Garvey, November 3; Mandel V. Halushka, November 3; Richard C. McVey, November 3; Charles R. Murray, November 14; Terence J. P. O'Brien, November 14; H. Walter Regensburger, November 3; Bertrand G. Schroeder, November 3; Isadore I. Shapiro, November 14; Fred A. Stenger, November 14; Raymond Ulveling, November 16; Lewis J. Zavertnik, November 3.

Junior Assistants (Temp.): James J. Anderson, November 4; Margaret Bressman, November 21; William Cook, November 26; Hazel A. Crum, November 9; Mary J. Damijonaitis, November 28; Horace Didot, November 19; Margaret E. Ellis, November 14; Paul Feldstein, November 4; Mildred Finkle, November 8; Agnes Fitzgerald, November 26; Edith L. Goldberg, November 23; Ruth Hudson, November 26; Mae Johnston, November 21; Marie J. Kathman, November 26; Lillian Kirby, November 28; Fay Lightfoot, November 21; Agnes McDrought, November 29; Helen Maurer, November 1; Russell C. Parr, November 7; Jacob Pivovitz, November 29; Mona Ramsay Roesler, November 21; Marie Ryan, November 28; Ernest Sayers, November 18; Rudolph Sherry, November 26; Catherine E. Shutt, November 14; Isadore Turkeltaub, November 30; Raphael Ulveling, November 19; Rose M. Unger, November 28; Auroraleigh Vaughan, November 4; Roy Williams, November 19.

Janitor (Temp.): James H. Benedict, November 11.

Janitors (On Probation): William Bridges, November 11; Hamilton C. Carter, November 5; Matthew H Jackson, November 5; William L. Wallace, November 21.

Elevator Operator (Temp.): Charles P. Ryan, November 21.

SEPARATIONS.

Pages: Carl Almer, November 10; Jacob Baskin, November 10; Willard Becker, November 2; Isadore Carson, November 13; William N. Garvey, November 2; Mandel V. Halushka, November 2; Joseph Levitas, November 13; Wilbert Lindwall, November 25; Richard H. Ludden, November 14; Richard McVey, November 2; George Mangan, November 6; Thomas Mulroy, November 30; Walter Regensburger, November 2; Bertrand Schroeder, November 2; Sergius F. Slutzkin, November 13; Eugene Speck, November 13; Lewis Zavertnik, November 2.

Junior Assistants: James J. Anderson, November 16; Ruth Hudson, November 25; Roy Williams, November 19.

Janitors: William Bridges, November 10; Frank McClain, November 10; Alfred Woodrick, November 1.

Elevator Operator: Charles P. Ryan, November 21.

RESIGNATIONS.

Janitor: Hamilton C. Carter, November 5.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Lewis Institute, rent, W. Madison Street Branch	$ 225.00
John Makovsky, rent, West North Ave. Branch	200.00
Louis Solomon, rent, Humboldt Branch	185.00
Julius Fuermann, rent, Logan Square Branch	150.00

Julius H. Isacowitz, rent, Douglas Park Branch	150.00
Rogers Park Bank Bldg. Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	125.00
Hermon Beardsley Butler House, rent, Butler House Branch	25.00
S. J. Christley, rent, Edison Park Branch	20.00
Edwin F. Daniels & Co., coal	439.48
Ridge Fuel and Supply Co., coal	49.05
Commonwealth Edison Co., electric current (branches)	283.01
Peoples Gas Light & Coke Co., gas consumed in branches	37.31
Illinois Bell Telephone Co., telephone service	196.96
W. V. Geary Coal and Teaming Co., street cleaning and sprinkling (branches)	25.00
John Mohr & Sons, repairs to boiler	21.46
H. J. Troch, street sprinkling (branches)	6.50
Chicago Linen Supply Co., towel supply	111.03
Individual Towel and Cabinet Service Co., towel supply	47.01
Toll Bros., laundering towels	45.16
Haegele Ice Co., ice	34.16
Citizens Service Bureau, removing cinders, street sprinkling	66.96
David Rutter & Co., coal	933.35
Pottinger-Flynn Coal Co., coal	48.10
Dearborn Chemical Co., oil	37.12
Fred C. Kramer & Co., engineers' supplies	22.47
Geo. B. Carpenter & Co., rope, etc	12.82
Crosby Steam Gage and Valve Co., engineering supplies	10.58
Samuel Harris & Co., machinists' supplies	8.73
Johnson Service Company, valves	8.20
Crane Co., engineering supplies	7.73
Thayer & Lynn, reinsulating commutator and repairing armature	81.70
Gallaher & Speck, machinists' labor and material	70.88
Chicago Electric Lamp Co., gas lamps	43.56
Lux Mfg. Co., tungsten lamps	40 50
Inland Electric Co., electrical supplies	24.11
City Collector, elevator inspections	44.00
O. C. Keckley Co., engineering supplies	21.71
Elevator Supplies Co., repair parts for dumb-waiter	12.11
Bullard & Gormley Co., hardware	40.44
G. F. Child Chair and Wheel Co., wheels and rubber tires, etc	22.00
G. B. Davidson, insurance on automobile	14.25
E. Baggot Company, plumbing	24.89
George Green Lumber Co., compoboard	15.00
Swinehart Tire and Rubber Co., repairing wheel, etc	8.00
Garden City Sand Co., cement	4.00
Raedlein Basket Co., furniture (Legler Branch)	177.00
Newton & Hoit Co., kitchen cabinet, etc. (Legler Branch)	58.00
Carson, Pirie, Scott & Co., screens (Legler Branch)	31.50
Standard Oil Co., gasoline	143.26
Valvoline Oil Co., oil	32.94
Republic Truck Sales Corporation, automobile parts	4.64
Chicago Auto Equipment Co., bulbs	3.42
Maypole Garage, auto storage	20.00
John Wojtalewicz, auto storage	10.00
Henry Landgraf, hanging station sign	5.00
H. G. Wilson, Sec'y, cash expenditures	67.62
	$4,682.72

REPORTS.

The Librarian presented his statistical report for the month of November, 1921, which was received and ordered published.

NEW BUSINESS.

Director Tollkuehn presented the following resolution:

That the Librarian be authorized to take all necessary steps to provide for a full resumption of library service as maintained previous to the reduction of revenue in 1920, as soon as practicable after the funds for 1921 become available.

Director Tollkuehn moved that the resolution be adopted.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Director Healy moved that the matter of preparing estimates for the City Council for the library appropriations for 1922 be referred to a joint Committee on Administration and Buildings and Grounds with power to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Tollkuehn and the President—5.

Nays—None.

Director Tollkuehn moved that the question of renewal of leases expiring in 1922 for branches located in rented quarters be referred to the Committee on Buildings and Grounds, and that the

Committee be asked further to report on the feasibility of purchasing sites for branch library buildings, and be requested to report upon these matters at the next meeting of the Board.

Carried.

On motion of Director Shutter, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR NOVEMBER, 1921

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of November was 665,083; for the corresponding month of the previous year, 696,382. The circulation was from the following sources:

Central Library	99,918
Branches	404,276
Stations	25,150
Traveling Libraries	104,931
Deposits	27,756
Branch Reference	3,052
	665,083

The following is a summary of the books obtained at the Central Library:

Main Collection	39,910
Open Shelf	45,706
Hughes Room	6,047
Music Room	3,872
Information Desk	1,808
Books for the Blind	1,630
Documents	351
Miscellaneous	594
	99,918

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Austin	14,432	270	14,702
Austin High	9,546	....	9,546
Bessemer Park	9,384	328	9,712
Blackstone	13,237	363	13,600
Butler House	11,624	225	11,849
Douglas Park	24,667	444	25,111
Eckhart Park	8,662	81	8,743
Englewood High	4,519	....	4,519
Hamilton Park	11,443	256	11,699
Hamlin Park	6,166	117	6,283
Hardin Square	5,078	117	5,195
Harrison High	5,822	...	5,822
Hebrew Institute	9,736	176	9,912
Holstein Park	10,436	290	10,726
Humboldt	16,076	1,247	17,323
Independence Park	7,353	262	7,615
Kelly	19,959	390	20,349
Kosciuszko	5,350	72	5,422
Lake View High	8,945	....	8,945
Legler	25,693	213	25,906
Lewis Institute	16,353	398	16,751
Lincoln Center	9,242	379	9,621
Lindblom High	4,519	...	4,519
Logan Square	13,070	381	13,451
Marshall High	7,502	....	7,502
Ogden Park	11,133	130	11,263
Rogers Park	11,585	146	11,731
Senn High	8,184	....	8,184
Seward Park	6,178	327	6,505
Shedd Park	14,361	156	14,517
Sheridan Park	19,211	292	19,503
Sherman Park	9,102	394	9,496
Stanton Park	4,322	128	4,450
Walker	4,757	85	4,842
West North Ave	14,473	321	14,794
Woodlawn	22,156	680	22,836
Total	404,276	8,668	412,944

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	1,250	2	1,252
Armitage	730	10	740
Association House	4,723	1.474	6,197
Avondale	1,428	33	1.461
Birchwood	1,716	..	1,716
Campbell Park	454	..	454
Chase House	904	57	961
Cheltenham	1,575	22	1,597
Chicago Ave	623	43	666
Chicago Lawn	2.949	..	2,949
Cicero Ave	841	12	853
Clearing	977	..	977
Cleveland	3,150	380	3,530
Dauphin Park	1.439	78	1.517
Drexel	450	30	480
Dunning	1,613	..	1,613
East Rogers Park	1.116	43	1,159
East Sixty-first St.	677	79	756
Edison Park	1.341	..	1,341
Eleanor Soc. Center	1,532	..	1,532
Fernwood	1.411	..	1,411
Gad's Hill Center	1,806	7	1,813
Gage Park	2,591	..	2,591
Garden Homes	1,492	..	1,492
Grand Ave.	1,354	576	1,930
Grand Crossing	1,034	53	1,087
Gresham	1,794	50	1,844
Hegewisch	1,369	..	1,369
Henry Booth House	699	..	699
Hermosa	1,019	485	1,504
House of Happiness	1.423	..	1,423
Howell Neigh. House	774	..	774
Irving Park	623	60	713
Jefferson Park	2,488	..	2,488
Kedzie	1,581	..	1,581
Lake View	965	..	965
Larrabee St.	1.808	629	2,437
Lawndale	2,513	..	2,513
LeMoyne	2,456	122	2,578
Longwood	840	..	840
Mayfair	1,166	..	1,166
Montrose	1.894	..	1,894
North Clark St	452	146	598
Norwood Park	1,414	..	1,414
Olivet Baptist Ch.	400	..	400
Park Manor	4.126	414	4,540
Ravenswood	2,220	272	2,492
Roseland	3.177	40	3,217
Samaritan	1,582	..	1,582
St. Louis	1.412	48	1,460
S. Ashland Ave	2,708	910	3,618
Southport	1,127	165	1,292
S. Western Ave	1,039	339	1,378
Trumbull Park	1,694	..	1,694
Wakeford	1,385	92	1,477
Washing'n Heights	853	..	853
West Division	2,204	..	2,204
West Harrison	656	436	1.092
West Pullman	2,092	..	2,092
West Ravenswood	3,270	415	3,685
West 16th St	5,275	855	6,130
West Twelfth St.	2,046	1.517	3,563
Wieboldt	2,186	273	2,459
Windsor Park	995	..	995
Totals	104.931	10,167	115,098

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	404,276	8,668	412,944
Traveling Libraries	104,931	10,167	115,098
Business House Libraries	18,359	928	19,287
Special Deposits	9,397	.....	9,397
Branch Reference	3,052	.....	3,052
Totals	540,015	19,763	559,778

Of the 25,150 books supplied through the Stations Department, 8,668 were sent to 29 branches and 16,482 to 54 stations. The books supplied for the same month of the preceding year numbered 34,939 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 26,603.

REFERENCE ROOM.

Number of books issued from stacks 30,812

Number of recorded visitors 14,231

No record was kept of the number of books consulted at or borrowed from the open shelves.

Short Loan Desk: Volumes circulated, 3,052; reference questions, 1,456.

ARTS AND CRAFTS ROOM.

Books consulted, 4,645. Visitors, 1,078.

HUGHES ROOM.

Volumes circulated, 6,047; pictures circulated, 3,222; recorded visitors, 4,079. No record was kept of the number of books consulted at or borrowed from the open shelves.

CIVICS ROOM.

Magazines issued, 2,461; directories consulted, 4,530; bound documents used. 3,063; books, 731; pamphlets, 18,030; visitors, 8,588.

PATENTS ROOM.

Patents consulted, 6,675. Visitors, 1,447.

STUDY ROOM.

Books consulted, 1,640. Visitors, 3,060.

CURRENT PERIODICALS AND NEWSPAPERS.

Periodicals issued at the counter at Central Library, 3,753; bound newspapers consulted, 587. No record was kept of the use of periodicals and current newspapers on open stands and racks. Total attendance, 114,926.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 10,324; issued in November of the previous year, 10,563.

Number of juvenile cards issued, 4,035; research cards, 5; teachers' cards, 180. The number of three-year cards outstanding is 236,477.

BINDERY DEPARTMENT.

Number of books at binderies November 1, 1921	7,111
Number of books sent to binderies in November, 1921	7,220
Total number of books at binderies in November, 1921	14,331
Number of books received from binderies in November, 1921	7,062
Number of books at binderies December 1, 1921	7,269
Number of books repaired in Library in November, 1921	3,901

GROWTH OF THE LIBRARY.

The total number of volumes in the Library November 30, 1921, was 1,109,354. Received since January 1, 1921, 84,510; since November 1, 1921, 19,149. Books worn out and discarded since January 1, 1921, 43,592; since November 1, 1921, 4,455. Books lost and paid for since January 1, 1921, 6,048; since November 1, 1921, 360. Books found and money refunded since January 1, 1921, 754; since November 1, 1921, 64.

CARL B. RODEN
Librarian.

CHICAGO, December 16, 1921.

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 26, 1921.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned.

H. L. Wilson

Secretary.

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